



Santee School District

SCHOOLS:

Cajon Park
Carlton Hills
Carlton Oaks
Chet F. Harritt STEAM
Hill Creek
Pepper Drive
PRIDE Academy
at Prospect Avenue
Rio Seco
Sycamore Canyon
Alternative School
Santee Success Program

Douglas E. Giles
Educational Resource Center
9619 Cuyamaca Street
Santee, California

BOARD OF EDUCATION REGULAR MEETING AGENDA August 2, 2016

District Mission

Santee School District assures a quality education, empowering students to achieve academic excellence and to develop life skills needed for success in a diverse and changing society.

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A. OPENING PROCEDURES – 7:00 p.m.

1. Call to Order and Welcome
2. District Mission
3. Pledge of Allegiance
4. Approval of Agenda

B. REPORTS AND PRESENTATIONS

1. Superintendent's Report
 - 1.1. Developer Fees and Collection Report 7
 - 1.2. Use of Facilities Report 9
 - 1.3. Schedule of Upcoming Events 10
2. Spotlight on Learning: School Counseling Update 11

C. PUBLIC COMMUNICATION

During this time, citizens are invited to address the Board of Education about any item not on the agenda. Request-to-speak cards should be submitted in advance. The Board may not take action on any item presented. The Board has a policy limiting any speaker to five minutes. Meetings are recorded.

D. CONSENT ITEMS

Items listed under Consent are considered to be routine and are acted on by the Board with a single motion. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests specific items be considered separately. Request to speak cards should be submitted in advance.

Superintendent

1.1. Approval of Minutes

It is recommended that the Board of Education approve meeting minutes with any necessary modifications.

BOARD OF EDUCATION · Dustin Burns, Dianne El-Hajj, Ken Fox, Elana Levens-Craig, Barbara Ryan
DISTRICT SUPERINTENDENT · Cathy A. Pierce, Ed.D.

9625 Cuyamaca Street · Santee, California 92071-2674 · (619) 258-2300 · www.santeesd.net

Business Services

- 2.1. Approval/Ratification of Travel Requests** 25
It is recommended that the Board of Education ratify the authorization granted to personnel requesting out-of-district travel as listed in the item.
- 2.2. Approval/Ratification of Expenditure Warrants** 27
It is recommended that the Board of Education approve and ratify the expenditure warrants for the month of June 2016.
- 2.3. Approval/Ratification of Purchase Orders** 29
It is recommended that the Board of Education approve and ratify purchase orders for the month of June 2016 as presented in the item.
- 2.4. Approval/Ratification of Revolving Cash Report** 37
It is recommended that the Board of Education approve/ratify revolving cash checks as listed.
- 2.5. Acceptance of Donations** 39
It is recommended that the Board of Education accept donations listed in the item and authorize letters of appreciation to be sent on behalf of the Board.
- 2.6. Approval of Consultants and General Service Providers** 40
It is recommended that the Board of Education approve agreements with Consultants and General Service Providers as presented.
- 2.7. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)** 42
It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the month of June 2016.
- 2.8. Approval of FortiNet Next Generation Firewall 3-Year Support Bundle with Hardware Upgrade** 47
It is recommended that the Board of Education approve the 3-year FortiNet Support Bundle with SEHI Computer Products, Inc.
- 2.9. Approval of Mitel VoIP Telecommunication System Annual Maintenance Service Agreement with ProTel Communication** 50
It is recommended that the Board of Education approve the Mitel VoIP Telecommunication System Annual Maintenance Service Agreement with ProTel Communication.

Educational Services

- 3.1. Approval for Amended Service Agreement with University of San Diego: Developing Teacher Leadership for Integrating Technology into Learning** 53
It is recommended that the Board of Education approve the Amended Service Agreement with the University of San Diego to support the Digital Learning Initiative for the 2016-17 school year.
- 3.2. Approval of Quality Preschool Initiative (QPI) Grant for the 2016-2017 School Year** 58
It is recommended that the Board of Education approved the Quality Preschool Initiative (QPI) Grant for the 2016-17 school year.
- 3.3. Approval of Nonpublic Agency Master Contract with Advantage On Call, LLC for Speech Therapy** 60
It is recommended that the Board of Education approve the Nonpublic Agency Master Contract with Advantage On Call, LLC for 1.0 FTE speech therapist for the term of July 1, 2016 through June 30, 2017.

	Human Resources/Pupil Services	
4.1.	<u>Personnel, Regular</u> It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations, and dismissals.	61
4.2.	<u>Approval to Accept Additional Funding from United Way of San Diego County Impact Network Grant for Santee TLC Project at Cajon Park School</u> It is recommended that the Board of Education approve to accept additional funding from United Way of San Diego County Impact Network grant for Santee TLC project at Cajon Park School.	64
4.3.	<u>Approval to Increase Work Hours for Identified Classified Non-Management Positions</u> It is recommended that the Board of Education approve to increase work hours for identified classified non-management positions.	66
4.4.	<u>Adoption of Resolution No. 1617-04 to Eliminate Identified Classified Non-Management Positions</u> It is recommended that the Board of Education adopt resolution no. 1617-04 to eliminate identified classified non-management positions.	67
4.5.	<u>Approval of Memorandum of Understanding with San Diego Youth Services (SDYS)</u> It is recommended that the Board of Education approve the MOU with SDYS.	69
E.	DISCUSSION AND/OR ACTION ITEMS <i>Members of the audience wishing to address the Board about any of the following items should submit a request to speak card in advance.</i>	86
	Human Resources/Pupil Services	
1.1.	<u>Approval to Increase School Counselor Position</u> It is recommended that the Board of Education approve to increase FTE for a School Counselor position.	87
	Superintendent	
2.1.	<u>Amended Contract for Assistant Superintendent of Business Services</u> It is recommended that the Board of Education approve the amended Contract for Assistant Superintendent of Business Services.	89
F.	BOARD POLICIES AND BYLAWS	93
1.1.	<u>First Reading: New Board Policy #4121 Temporary Substitute Personnel</u> It is recommended that the Board of Education review this policy. Any action taken is at the discretion of the Board.	94
G.	BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS	101
H.	CLOSED SESSION	101
1.	<u>Public Employee Discipline/Dismissal/Release</u> (Govt. Code § 54957)	

2. **Conference with Labor Negotiator** (Govt. Code § 54956.8)
Purpose: Negotiations
Agency Negotiator: Tim Larson, Assistant Superintendent
Employee Organization: Santee Teachers Association (STA)

3. **Conference with Labor Negotiator** (Govt. Code § 54956.8)
Purpose: Negotiations
Agency Negotiator: Tim Larson, Assistant Superintendent
Employee Organization: Classified School Employees Association (CSEA)

4. **Conference with Real Property Negotiators** (Govt. Code § 54956.8)
Property:
 - 10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)*Agency Negotiator:* Cathy A. Pierce, Superintendent

5. **Public Employee Performance Evaluation** (Govt. Code § 54957)
Superintendent

I.	RECONVENE TO PUBLIC SESSION	101
J.	ADJOURNMENT	101

Please note: Per SB 343, the supporting documents for this meeting agenda are available in the lobby at the Santee School District Office, located at 9625 Cuyamaca St., Santee, CA 92071 and will be available for viewing at the meeting. The next regular meeting of the Board of Education is scheduled for August 16, 2016, at 7:00 p.m., in the Douglas E. Giles Educational Resource Center. Santee School District complies with the Americans with Disabilities Act. If you require reasonable accommodations including alternate formats for this meeting, contact the Superintendent's Office at (619) 258-2304 at least two (2) days before the meeting date.

Members present:

- Ryan
- Levens-Craig
- El-Hajj
- Fox
- Burns

ITEM A. OPENING PROCEDURES

1. Call to Order and Welcome – 7:00 p.m.

2. District Mission
Santee School District assures a quality education empowering students to achieve academic excellence and to develop life skills needed for success in a diverse and changing society.

3. Pledge of Allegiance

4. Approval of Agenda for the August 2, 2016, regular meeting

Agenda Item A.

Item B. REPORTS AND PRESENTATIONS

The following items are presented for Board information:

1. Superintendent's Report
 - 1.1. Developer Fees and Collection Report
 - 1.2. Use of Facilities Report
 - 1.3. Schedule of Upcoming Events

2. Spotlight: School Counseling Update

DEVELOPER FEES COLLECTION REPORT
2015-16
CUMULATIVE THROUGH JULY 21, 2016

Residential Rate: \$2.08 per square foot - effective 5/5/14 - 6/19/16; \$2.16 per square foot effective 6/20/16
Commercial Rate: \$0.33 per square foot - effective 5/5/14 - 6/19/16; \$0.35 per square foot - effective 6/20/16
Self Storage Rate: \$0.14 per square foot - effective 4/20/10-6/19/16; \$0.15 per square foot - effective 6/20/16

COM	RES	ADDRESS	DATE OF COLLECT.	SQUARE FEET	AMOUNT	SCHOOL OF ATTENDANCE
	X	8514 Sandstone Drive ***	07/08/15	336	\$0.00	CFH
	X	9907, 9909, 9911 Conejo Road	07/15/15	8,556	\$17,796.48	RS
X		9261 Mission Gorge Road	07/22/15	4,980	\$1,643.40	PA
	X	10128 El Nopal	08/11/15	1,164	\$2,421.12	CP
	X	9379 Willowgrove Ave.	08/19/15	679	\$1,412.32	CH
X		9121 Mission Gorge Rd.	09/08/15	5	\$1.65	PA
X		8824 Cottonwood Ave. ****	09/24/15	1,100	\$0.00	PA
	X	9818 Medina Dr.	09/25/15	657	\$1,366.56	CO
	X	10230 Casa Ct.	10/01/15	2,190	\$4,555.20	CP
	X	10232 Casa Ct.	10/01/15	2,332	\$4,850.56	CP
	X	10233 Casa Ct.	10/01/15	2,234	\$4,646.72	CP
	X	10244 Casa Ct.	10/01/15	2,190	\$4,555.20	CP
	X	10245 Casa Ct.	10/01/15	2,206	\$4,588.48	CP
	X	10248 Casa Ct.	10/01/15	2,332	\$4,850.56	CP
	X	10252 Casa Ct.	10/01/15	2,332	\$4,850.56	CP
	X	10256 Casa Ct.	10/01/15	2,332	\$4,850.56	CP
	X	10257 Casa Ct.	10/01/15	2,190	\$4,555.20	CP
	X	10260 Casa Ct.	10/01/15	2,332	\$4,850.56	CP
X		1840 Joe Crosson Dr.	10/15/15	5,564	\$1,836.12	PD
X		9720 Mission Gorge Rd. Ste G	10/19/15	2,000	\$660.00	RS
	X	8554 S. Slope Dr.	10/19/15	600	\$1,248.00	CFH
	X	9902 Via Nina (Refund for remodel never done)	11/13/15	1,555	(\$2,534.65)	RS
	X	9321 Whispering Leaves Ln.	11/30/15	666	\$1,385.28	CO
X		8157 Wing Ave.	12/17/15	1,279	\$422.07	PD
	X	Bushy Hills Drive	01/05/16	10,197	\$21,209.76	CFH
	X	9253 Carita Rd.	01/06/16	753	\$1,566.24	SC
X		8840, 8860, 8870 Magnolia Ave.	01/08/16	14,670	\$4,841.10	HC
X		8712 Magnolia Ave.	02/12/16	24,800	\$8,184.00	HC
X		11322 N. Woodside Ave.	02/19/16	78,759	\$25,990.47	PD
X		Wheatlands Ave.	03/09/16	16,347	\$5,394.51	HC
	X	9324 Woodruff Rd.	03/14/16	791	\$1,645.28	CH
TOTAL PAGE 1					\$143,643.31	

- *Additional square footage (total is over 500 square feet)
- ** Fee Exempt - Senior / Elder Care Facility
- *** Fee Exempt - Less than 500 square feet
- **** Fee Exempt - Religious Facility

DEVELOPER FEES COLLECTION REPORT
2015-16
CUMULATIVE THROUGH JULY 21, 2016

Residential Rate: \$2.08 per square foot - effective 5/5/14 - 6/19/16; \$2.16 per square foot effective 6/20/16
Commercial Rate: \$0.33 per square foot - effective 5/5/14 - 6/19/16; \$0.35 per square foot - effective 6/20/16
Self Storage Rate: \$0.14 per square foot - effective 4/20/10-6/19/16; \$0.15 per square foot - effective 6/20/16

COM	RES	ADDRESS	DATE OF COLLECT.	SQUARE FEET	AMOUNT	SCHOOL OF ATTENDANCE
	X	9241 Maranda Dr.	04/04/16	744	\$1,547.52	CH
	X	Bushy Hills Dr.	04/26/16	5,094	\$10,595.52	CFH
	X	Bushy Hills Dr.	04/26/16	8,455	\$17,586.40	CFH
	X	9450 Domer Rd.	05/02/16	1,218	\$2,533.44	CH
	X	11541 Woodside Terrace	05/12/16	2,093	\$4,353.44	PD
	X	Bushy Hills Dr.	06/06/16	11,863	\$24,675.04	CFH
	X	Bushy Hills Dr.	06/06/16	10,169	\$21,151.52	CFH
	X	Bushy Hills Dr.	06/06/16	10,147	\$21,105.76	CFH
	X	Bushy Hills Dr.	06/06/16	8,407	\$17,486.56	CFH
	X	Bushy Hills Dr.	06/06/16	10,147	\$21,105.76	CFH
	X	Bushy Hills Dr.	06/06/16	10,147	\$21,105.76	CFH
	X	9723 Huber Ct.	06/10/16	640	\$1,331.20	SC
X		8840 Magnolia Ave.	06/17/16	3,480	\$1,148.40	HC
	X	10109 Via Rita	06/30/16	536	\$1,157.76	RS
TOTAL					\$310,527.39	

*Additional square footage (total is over 500 square feet)
**Fee Exempt - Senior / Elder Care Facility
***Fee Exempt - Less than 500 square feet
****Fee Exempt - Non-Habitable

Requests For Use Of Facilities - August 2, 2016						
Group	Location	Date	Days	Time	Attendance	Fees Applied
Cajon Park						
Christ the King Lutheran Church	Annex 2 classrooms	7/1/16 - 6/30/17	Sunday	7:30 am - 11:00 am	30	\$116.00/week
Santee AYSO 341 (Soccer Practices/Games)	Fields 1-4 Soccer	8/8/16 - 11/30/16	Mon - Fri	4:00 pm - dark	50 - 75	
Santee AYSO 341 (Soccer Practices/Games)	Fields 1-4 Soccer	9/10/16 - 11/19/16	Saturday	7:30 am - 3:30 pm	50 - 75	
Carlton Hills						
Santee AYSO 341 (Soccer Practices/Games)	Fields 1-4 Soccer	8/8/16 - 11/30/16	Mon - Fri	4:00 pm - dark	50 - 75	
Carlton Oaks						
Santee AYSO 341 (Soccer Practices/Games)	Fields 1-3 Soccer	8/8/16 - 11/30/16	Mon - Fri	4:00 pm - dark	50 - 75	
Chet F. Harritt						
Santee AYSO 341 (Soccer Practices/Games)	Soccer Fields	11/1/16 - 1/31/17	Mon - Fri	4:00 pm - 8:00 pm	50 - 75	
Hill Creek						
Santee AYSO 341 (Soccer Practices/Games)	Fields 1-4 Soccer	8/8/16 - 11/30/16	Mon - Fri	4:00 pm - dark	50 - 75	
Santee AYSO 341 (Soccer Practices/Games)	Fields 1-4 Soccer	8/8/16 - 11/30/16	Saturday	7:30 am - 3:30 pm	50 - 75	
PRIDE Academy (Prospect Avenue)						
Santee AYSO 341 (Soccer Practices/Games)	Fields 1-3 Soccer	8/8/16 - 11/30/16	Mon - Fri	4:00 pm - dark	50 - 75	
Santee AYSO 341 (Soccer Practices/Games)	Fields 1-3 Soccer	9/10/16 - 11/19/16	Saturday	7:30 am - 3:30 pm	50 - 75	
Sycamore Canyon						
Santee AYSO 341 (Soccer Practices/Games)	Field 1 Soccer	8/8/16 - 11/30/16	Mon - Fri	4:00 pm - dark	50 - 75	

***NOTE: USE MAY BE LIMITED DUE TO MODERNIZATION AT VARIOUS SITES & FALL CARNIVALS TAKE PRECEDENCE OVER GROUPS.

Schedule of Upcoming Events

Date	Event
August 2	Board Meeting; 7:00 p.m.
August 16	Board Meeting; 7:00 p.m.
August 22	First Day of School for Students
September 5	Labor Day Holiday – No School/District Offices Closed
September 6	Board Meeting; 7:00 p.m.
September 20	Board Meeting; 7:00 p.m.
October 4	Board Meeting; 7:00 p.m.
October 18	Board Meeting; 7:00 p.m.
November 1	Board Meeting; 7:00 p.m.
November 11 (Friday)	Veterans' Day Holiday Schools and Departments Closed
November 15	Board Meeting; 7:00 p.m.
November 21-25	Schools Closed for Thanksgiving Holiday
December 1-3	California School Boards Association Annual Education Conference
December 5-9	Parent/Teacher Conference Week Schools on Modified Days
December 6	Organizational Board Meeting for 2016; 7:00 p.m.
December 19 – January 2	Winter Break

Reports and Presentations Item B.2

Spotlight on Learning:
School Counseling Update

Prepared by Tim Larson
August 2, 2016

BACKGROUND:

The District counseling program provides a variety of services to support students socially, emotionally, and academically. Our exceptional team of counselors have made great strides in meeting the needs of students across the district. The recent increase to our counseling program will allow many more students to benefit from these services.

Tonight, Collaborative Coordinator, Meredith Riffel, and Coordinator of Pupil Services, John Schweller, will highlight our current program and where the program is heading in the future.

Agenda Item B.2.

Item C. PUBLIC COMMUNICATION

During Public Communication, citizens are invited to address the Board of Education about any item not on the agenda. Request-to-speak cards should be submitted in advance. The Board may not take action on any item presented. The Board has a policy limiting any speaker to five minutes. Meetings are recorded.

Agenda Item C.

Item D. CONSENT ITEMS

Items listed under Consent are considered to be routine and are acted on by the Board with a single motion. There is no Board discussion of these items prior to the vote unless a member of the Board, staff, or public requests specific items be considered separately. Citizens are invited at this time to address the Board about any item listed under Consent.

Agenda Item D.

Consent Item D.1.1.
Prepared by Cathy A. Pierce, Ed.D.
August 2, 2016

Approval of Minutes

BACKGROUND:

Presented for Board approval –

- July 26, 2016, special meeting minutes
- July 19, 2016, regular meeting minutes
- July 5, 2016, regular meeting minutes

RECOMMENDATION:

It is recommended that the Board of Education approve the attached minutes with any necessary modifications.

Motion: _____ Second: _____ Vote: _____ Item D.1.1.

**SANTEE SCHOOL DISTRICT
SPECIAL MEETING
OF THE BOARD OF EDUCATION**

July 26, 2016
MINUTES

District Office
Conference Room
9625 Cuyamaca Street
Santee, California

A. OPENING PROCEDURES

1. Call to Order and Welcome

President Ryan called the meeting to order at 4:00 p.m.

Members present:

Barbara Ryan, President
Elana Levens-Craig, Vice President
Dianne El-Hajj, Member
Ken Fox, Member
Dustin Burns, Member

Administration present:

Dr. Cathy Pierce, Superintendent and Secretary to the Board
Tim Larson, Assistant Superintendent, Human Resources/Pupil Services
Dr. Stephanie Pierce, Assistant Superintendent, Educational Services

B. PUBLIC COMMUNICATION

During this time, citizens are invited to address the Board of Education about any item on this special meeting agenda. There was no public communication.

C. CLOSED SESSION

President Ryan announced that the Board would meet in closed session for:

1. Public Employee Discipline/Dismissal/Release (Govt. Code § 54957)

D. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 5:40 p.m. and reported no action had been taken.

E. ADJOURNMENT

With no further business, the special meeting of July 26, 2016 was adjourned.

Dianne El-Hajj, Clerk

Cathy A. Pierce, Ed.D., Secretary

**SANTEE SCHOOL DISTRICT
REGULAR MEETING
OF THE BOARD OF EDUCATION**

July 19, 2016
MINUTES

District Office Conference Room
9625 Cuyamaca Street
Santee, California

A. OPENING PROCEDURES

1. Call to Order and Welcome

President Ryan called the meeting to order at 6:00 p.m.

Members present:

Barbara Ryan, President
Elana Levens-Craig, Vice President
Dianne El-Hajj, Clerk
Ken Fox, Member
Dustin Burns, Member

Administration present:

Dr. Cathy Pierce, Superintendent and Secretary to the Board
Lisa Arreola, Executive Assistant and Recording Secretary

2. **District Mission**

President Ryan invited the audience to recite the District Mission.

3. **Pledge of Allegiance**

President Ryan led the members, staff, and audience in the Pledge of Allegiance.

4. **Approval of Agenda**

Member Levens-Craig moved to approve the agenda.

<i>Motion:</i>	<u>Levens-Craig</u>	<i>Ryan</i>	<u>Aye</u>	<i>Fox</i>	<u>Aye</u>
<i>Second</i>	<u>Fox</u>	<i>Levens-Craig</i>	<u>Aye</u>	<i>Burns</i>	<u>Aye</u>
<i>Vote:</i>	<u>5-0</u>	<i>El-Hajj</i>	<u>Aye</u>		

B. PUBLIC COMMUNICATION

President Ryan invited members of the audience to address the Board about any item not on the agenda. There were no public comments.

C. CONSENT ITEMS

Member Levens-Craig moved approval of Consent Items.

1.1. **Personnel, Regular**

<i>Motion:</i>	<u>Levens-Craig</u>	<i>Ryan</i>	<u>Aye</u>	<i>Fox</i>	<u>Aye</u>
<i>Second</i>	<u>El-Hajj</u>	<i>Levens-Craig</i>	<u>Aye</u>	<i>Burns</i>	<u>Aye</u>
<i>Vote:</i>	<u>5-0</u>	<i>El-Hajj</i>	<u>Aye</u>		

D. DISCUSSION AND/OR ACTION ITEMS

Superintendent

1.1. **Stakeholder Feedback and Leadership Development Project**

On March 2, the Board of Education and Superintendent met with Dr. Patricia White to discuss ways to enhance the effectiveness of the Governance Team. As part of their continuous improvement, the Board of Education invited all members of the staff and community to

participate in a School Governance Survey. The Board met with Dr. White to discuss the results of the survey.

Dr. White reported 190 responded to the Governance Survey (Certificated Staff – 66; Classified Staff – 19; Management Staff – 13; Parent/Guardian – 88; Community – 4). The survey tested responses to seven domains: Vision and Direction, Ethics and Values, Governance and Operations, Accountability, Leadership, Stakeholder Relations, and Communication. A rating scale from 1 (very little extent) to 5 (very great extent) was used to respond to the questions.

She explained the report would serve as a starting point for further dialogue with District stakeholders and to advance the Board closer to their vision of excellence in leadership for the children, staff, and the community.

The Board expressed their gratitude to Dr. White for her assistance in compiling the data and will review the information to discuss next steps.

1.2. Discussion of Facilities Planning

Superintendent Pierce mentioned that since the 2007-08 school year, Santee School District has experienced enrollment growth. In 2015-16, the District had an increase of 471 students over the 2007-08 enrollment. Current enrollment projects, along with new housing developments, have the potential to bring more students to Santee School District.

With the increase in student enrollment and normal use of facilities, building new facilities and/or modernizing existing ones provides high-quality learning spaces for all students and equalizes those facilities throughout the District. The Board of Education met to consider and address the student growth from the Castlerock Development; and Capital Improvement Projects.

Student Growth from the Castlerock Development

The Board and Superintendent reviewed and discussed the Castlerock development timeline and the District's past and current enrollment trends. Superintendent Pierce mentioned the Student Generation Factor estimated approximately 29 students per 100 homes (per year).

Member El-Hajj expressed her desire to have the students living in the Castlerock development attend the same school; and suggested they attend Carlton Oaks. Member Levens-Craig agreed with Member El-Hajj. Member Burns mentioned supporting that the students attend the same school. However, he suggested the possibility of students attending Sycamore Canyon School. Member Burns explained the construction of new homes provided an opportunity to help Sycamore Canyon grow.

Upon discussion, it was moved by Member El-Hajj that all students residing in the upcoming Castlerock development attend Carlton Oaks School. Motion carried.

Motion:	<u>El-Hajj</u>	Ryan	<u>Aye</u>	Fox	<u>Aye</u>
Second	<u>Levens-Craig</u>	Levens-Craig	<u>Aye</u>	Burns	<u>No</u>
Vote:	<u>4-1</u>	El-Hajj	<u>Aye</u>		

Capital Improvement Projects (CIP) Priorities

The Board and Superintendent reviewed and discussed the current Capital Improvement Projects and their estimated costs of construction in 2018. The Board reviewed the proposed architect drawings from 2008 and discussed changes and other possible options based on current trends. Upon discussion, the Board continued to rank CIP projects in priority order using \$15 million General Obligation Bonds, Real Estate Assets, and Prop 51 California Public Education Facilities Bond funds (if passed in November). Upon review and discussion, the Board asked that the Superintendent bring back additional information on the proposed projects. The Board agreed that priorities were provided pending the additional information from Administration; and could possibly change. In preparation for possible future funding, it was the Board's consensus for Administration to explore the cost, possibilities, and possible location of a Learning Resource Center (LRC) with four classrooms at Chet F. Harritt School.

Motion:	<u>El-Hajj</u>	Ryan	<u>Aye</u>	Fox	<u>Aye</u>
Second	<u>Levens-Craig</u>	Levens-Craig	<u>Aye</u>	Burns	<u>No</u>
Vote:	<u>4-1</u>	El-Hajj	<u>Aye</u>		

1.3. Approval of Bond Resolution Placed on August 2, 2016 Board of Education Agenda

President Ryan explained this item was being brought back for formal action. She clarified the item was presented and discussed at a previous meeting, but no formal action was recorded. Member Fox moved approval.

<i>Motion:</i>	<u>Fox</u>	<i>Ryan</i>	<u>Aye</u>	<i>Fox</i>	<u>Aye</u>
<i>Second:</i>	<u>Ryan</u>	<i>Levens-Craig</i>	<u>No</u>	<i>Burns</i>	<u>No</u>
<i>Vote:</i>	<u>2-3</u>	<i>El-Hajj</i>	<u>No</u>		

G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Member Levens-Craig mentioned the East County Chamber of Commerce Education Committee asked to highlight Santee School District at their October 14 meeting. Member Levens-Craig will work with the Administration on details.

H. CLOSED SESSION

President Ryan announced that the Board would meet in closed session for:

1. **Public Employee Performance Evaluation** (Govt. Code § 54957)
Superintendent

The Board entered closed session at 9:10 p.m.

I. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 10:17 p.m. and reported no action was taken.

J. ADJOURNMENT

With no further business, the regular meeting of July 19, 2016 adjourned at 10:17 p.m.

Dianne El-Hajj, Clerk

Cathy A. Pierce, Ed.D., Secretary

**SANTEE SCHOOL DISTRICT
REGULAR MEETING
OF THE BOARD OF EDUCATION**

July 5, 2016
MINUTES

Douglas E. Giles
Educational Resource Center
9619 Cuyamaca Street
Santee, California

A. OPENING PROCEDURES

1. **Call to Order and Welcome**
President Ryan called the meeting to order at 7:00 p.m.
Members present:
 Barbara Ryan, President
 Elana Levens-Craig, Vice President
 Dianne El-Hajj, Clerk
 Ken Fox, Member
 Dustin Burns, Member
Administration present:
 Dr. Cathy Pierce, Superintendent and Secretary to the Board
 Tim Larson, Assistant Superintendent, Human Resources/Pupil Services
 Dr. Stephanie Pierce, Assistant Superintendent, Educational Services
 Lisa Arreola, Executive Assistant and Recording Secretary
2. **District Mission**
President Ryan invited the audience to recite the District Mission.
3. **Pledge of Allegiance**
President Ryan invited Lisa Arreola, Executive Assistant, to lead the members, staff, and audience in the Pledge of Allegiance.
4. **Approval of Agenda**
President Ryan

<i>Motion:</i> <u>Burns</u>	<u>Ryan</u> <u>Aye</u>	<u>Fox</u> <u>Aye</u>
<i>Second</i> <u>Levens-Craig</u>	<u>Levens-Craig</u> <u>Aye</u>	<u>Burns</u> <u>Aye</u>
<i>Vote:</i> <u>5-0</u>	<u>El-Hajj</u> <u>Aye</u>	

B. REPORTS AND PRESENTATIONS

1. **Superintendent's Report**
 - 1.1. Developer Fees Collection Report
 - 1.2. Use of Facilities Report
 - 1.3. Enrollment Report
 - 1.4. Claims Against the District
 - 1.5. Schedule of Upcoming Events

2. Spotlight: Transportation Update

Charlie Myers, Transportation Director, provided an update on the District's Transportation Department. He shared that in 2015-16, an average of over 400 students rode the bus each day. Transportation Services included student transportation to/from home to school; field trips; therapy appointments; the Boy's and Girl's Club; and Santee Teen Center. Additionally, the District was contracted to transport approximately 250 students per week to the Teen Center and Boys & Girls Club.

Mr. Myers featured Bruce Virgilio, Heavy Duty Diesel Mechanic. He mentioned Mr. Virgilio has been with the District for 14 years. Mr. Myers explained that part of Mr. Virgilio's duties include daily maintenance of 23 busses; 24 Maintenance and Operations/Child Nutrition/Technology vehicles; and numerous small engine equipment. In 2015-16, Mr. Virgilio completed 288 repairs.

Mr. Myers commended Mr. Virgilio for his work in maintaining the busses and vehicles in working order.

Mr. Myers discussed the newest addition of three busses and vans to the District's fleet of vehicles. He mentioned the District now has four modern wheelchair busses capable of transporting either 24 students; or three students in wheelchairs and 16 children per trip. He shared the vans are mainly used to transport special needs students to out of District schools. Mr. Myers mentioned this brings a significant savings to the District. He explained the van drivers will be in training to become bus drivers. Mr. Myers clarified that before transporting students, the van drivers will be trained in people management; transporting special needs students; first-aid; and safe driving and emergency procedures.

Prior to his presentation Mr. Myers had a new school bus and van on display outside the Board Room. The Board expressed their gratitude towards Mr. Myers for his dedication.

Upon completion of the Spotlight, President Ryan acknowledged Dan Kitchen, of East County Schools Credit Union. She expressed her gratitude for his attendance to the meeting.

C. PUBLIC COMMUNICATION

President Ryan invited members of the audience to address the Board about any item not on the agenda. There were no public comments

D. CONSENT ITEMS

President Ryan invited comments from the public on any item listed under Consent.

- 1.1. Approval of Minutes
- 2.1. Approval/Ratification of Travel Requests
- 2.2. Approval/Ratification of Revolving Cash Report
- 2.3. Acceptance of Donations
- 2.4. Approval of Consultants and General Service Providers
- 2.5. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)
- 2.6. Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement
- 2.7. Adoption of Resolution No. 1617-02, Authorizing the Execution of Documents with Wells Fargo Equipment Finance, Inc. and Delivery of Equipment under a Master Governmental Lease-Purchase Agreement and Supplement No. 81952-400 for the Purchase of Three Special Education Wheelchair Capable Buses
- 3.1. Approval of Amended Nonpublic Agency Master Contract Appendix B with SPOT KIDS Therapy for Speech Therapy
- 3.2. Approval of Nonpublic School Master Contract with The Institute for Effective Education for Nonpublic School Services
- 4.1. Personnel, Regular
- 4.2. Approval of Memorandum of Understanding with Rady Children's Hospital and Health Center (RCHHC) for the Early, Periodic Screening, Diagnosis and Treatment (EPSDT) Program – pulled for separate consideration
- 4.3. Adoption of Resolution #1617-03 to Eliminate a Vacant Classified Non-Management Position

It was moved and seconded to approve Consent Items with the exception of item D.4.2. Approval of Memorandum of Understanding with Rady Children's Hospital and Health Center (RCHHC) for the Early, Periodic Screening, Diagnosis and Treatment (EPSDT) Program which was pulled by President Ryan for separate consideration.

Motion:	<u>El-Hajj</u>	Ryan	<u>Aye</u>	Fox	<u>Aye</u>
Second	<u>Levens-Craig</u>	Levens-Craig	<u>Aye</u>	Burns	<u>Aye</u>
Vote:	<u>5-0</u>	El-Hajj	<u>Aye</u>		

4.2. Approval of Memorandum of Understanding with Rady Children's Hospital and Health Center (RCHHC) for the Early, Periodic Screening, Diagnosis and Treatment (EPSDT) Program

President Ryan explained she is employed by Rady Children's Hospital and would abstain on this item. Member Levens-Craig moved approval.

<i>Motion:</i>	<u>Levens-Craig</u>	<i>Ryan</i>	<u>Abstained</u>	<i>Fox</i>	<u>Aye</u>
<i>Second</i>	<u>Fox</u>	<i>Levens-Craig</i>	<u>Aye</u>	<i>Burns</i>	<u>Aye</u>
<i>Vote:</i>	<u>4-1</u>	<i>El-Hajj</i>	<u>Aye</u>		

E. DISCUSSION AND/OR ACTION ITEMS

Business Services

1.1. Discussion of Potential Bond Reauthorization and Next Steps

Superintendent Pierce explained that at the June 7 meeting, the Board agreed for Dale Scott, the District's financial advisor for long term debt, to conduct a pre-election voter survey regarding bond reauthorization. The survey would provide data on the community's opinion about reauthorizing the remaining unissued bond authority from the November 2006 election. The unissued bond amount is approximately \$15 million. If the Board decides to place this measure on the November 2016 ballot, the Board would vote on the resolution at their regular meeting on August 2.

Mr. Scott explained the survey was a random, nine-minute, telephone survey of 300 registered voters (likely to vote in November). The survey was conducted June 13-15, 2016. He clarified results had a +/- 5.7% margin of error. Mr. Scott stressed the need for a supermajority vote from the Board to move forward.

Mr. Scott shared survey results showed 70% support from the community; making passage of the reauthorization highly probable. He mention upgrading libraries and learning resources centers, modernizing school facilities and building permanent classrooms all delivered strong support. Taxpayer protection are key to voter approval (preventing the State from taking local funds; barring use of funds for administrator salaries and benefits; use of lower-cost short-term bonds; qualification for matching state funds). Results showed the support endures at a \$9.90 assessment rate and is less secure at \$18 and \$29. After hearing detailed information, surveyed voters provide a passing margin of 70%. Mr. Scott mentioned Santee School District has a strong likelihood of success in a presidential election.

Member Fox inquired on the inclusion of all schools in the proposed ballot language. Mr. Scott explained the ballot language is limited to 75 words and is at the discretion of the District. Member Burns asked if the Board was required to make a decision tonight on whether or not to move forward. President Ryan explained the process entails preparation in order to get it on the ballot; and because of the short timeline, the Board would have to make a decision tonight. Member Levens-Craig explained she feels like she does not have enough information on the projects and priorities and/or information to explain why the District is reauthorizing when it still has \$15 million in General Obligation (GO) Bonds and funds from the Renzulli land sale. Superintendent Pierce mentioned that an explanation could be that the project list far exceeds the \$15 million in GO bonds and the funds from the sale of Renzulli. Additionally, the District is dedicated to completing all of the projects that were promised in 2006; the District is actively working on the sale of Santee School Site; and there is a possibility of obtaining a school bond and/or State-matching funds. President Ryan added this would also afford the same experiences for all the students District-wide. Member Burns inquired on the cost of a Learning Resource Center. Superintendent Pierce made reference to a handout provided to the Board which provided construction costs. She clarified the construction costs were current costs and would most likely increase for future construction. Member Levens-Craig inquired on the need for the eight-building classroom at Chet F. Harritt. Superintendent Pierce mentioned that was at the Board's discretion and asked them to reference the enrollment trends handout they were provided. Superintendent Pierce noted that although the enrollment at Chet F. Harritt had increased, an eight-classroom building might not be suitable based on the current enrollment trends. She suggested the Board revisit the project.

President Ryan mentioned she felt that the Board owes moving forward to the students; the District has no financial risk to move forward; and the survey showed positive results. She mentioned the most important piece was creating the same opportunities for all students and she supported moving forward. Member Levens-Craig asked for clarification on the District's cost to place the measure on the ballot. Mr. Scott mentioned the only cost the District would incur was the cost from the Registrar of Voters to place the bond on the ballot; marketing costs are at the District's discretion. Member Fox mentioned he supported the District moving forward. Member El-Hajj mentioned she didn't feel the District was not ready and did not support moving forward. Member Burns agreed there is a lack of equity amongst all schools. However, he could not support moving forward. Member Burns clarified some of the concerns on current necessities at Chet F. Harritt needed to be clarified before he decided to move forward.

President Ryan mentioned she appreciated everyone's perspective. But, felt saddened that the District would not be moving forward for the students. The Board expressed their gratitude towards Mr. Scott for all his work. No action was taken.

1.2. Approval of Monthly Financial Report

Superintendent Pierce provided the financial report through May 31, 2016. She shared the report contained accounting of income and disbursements; and projected reserve levels for April and May 2016. Superintendent Pierce noted the report showed approximately a 1.1% increase in the reserve levels from April. Member Levens-Craig moved approval.

<i>Motion:</i>	<u>Levens-Craig</u>		<u>Ryan</u>	<u>Aye</u>		<u>Fox</u>	<u>Aye</u>
<i>Second</i>	<u>El-Hajj</u>		<u>Levens-Craig</u>	<u>Aye</u>		<u>Burns</u>	<u>Aye</u>
<i>Vote:</i>	<u>5-0</u>		<u>El-Hajj</u>	<u>Aye</u>			

Superintendent

2.1. Approval to Cancel the July 19, 2016 Regularly Scheduled Meeting of the Board of Education

President Ryan mentioned there were several items she felt could be discussed at the July 19 and did not support canceling. Upon discussion, the Board decided to meet on July 19. The July 19 meeting was not cancelled.

2.2. Addendum of Contract for Assistant Superintendent of Business Services

Superintendent Pierce presented the Addendum of Contract for the Assistant Superintendent of Business Services. Member Burns moved approval.

<i>Motion:</i>	<u>Burns</u>		<u>Ryan</u>	<u>Aye</u>		<u>Fox</u>	<u>Aye</u>
<i>Second</i>	<u>El-Hajj</u>		<u>Levens-Craig</u>	<u>Aye</u>		<u>Burns</u>	<u>Aye</u>
<i>Vote:</i>	<u>5-0</u>		<u>El-Hajj</u>	<u>Aye</u>			

F. BOARD POLICIES AND BYLAWS

1.1. Second Reading: Revised Board Policy and Administrative Regulation 5141.31, Immunizations

Revised Board Policy and Administrative Regulation 5141.31, Immunizations was presented for a second reading and approval. Member Burns moved approval.

<i>Motion:</i>	<u>Burns</u>		<u>Ryan</u>	<u>Aye</u>		<u>Fox</u>	<u>Aye</u>
<i>Second</i>	<u>Levens-Craig</u>		<u>Levens-Craig</u>	<u>Aye</u>		<u>Burns</u>	<u>Aye</u>
<i>Vote:</i>	<u>5-0</u>		<u>El-Hajj</u>	<u>Aye</u>			

1.2. Second Reading: Revised Administrative Regulation 5112.2, Exclusions from Attendance

Revised Administrative Regulation 5112.2, Exclusions from Attendance was presented for a second reading and approval. Member Burns moved approval.

<i>Motion:</i>	<u>Burns</u>		<u>Ryan Aye</u>		<u>Fox Aye</u>
<i>Second</i>	<u>Levens-Craig</u>		<u>Levens-Craig Aye</u>		<u>Burns Aye</u>
<i>Vote:</i>	<u>5-0</u>		<u>El-Hajj Aye</u>		

1.3. Second Reading: Revised Board Policy 1220 – Citizen Advisory Committees

Revised Board Policy 1220 was presented for a second reading and approval. Member Burns moved approval.

<i>Motion:</i>	<u>Burns</u>		<u>Ryan Aye</u>		<u>Fox Aye</u>
<i>Second</i>	<u>Levens-Craig</u>		<u>Levens-Craig Aye</u>		<u>Burns Aye</u>
<i>Vote:</i>	<u>5-0</u>		<u>El-Hajj Aye</u>		

1.4. Second Reading: Board Policy Annual Review

- BP 1312.1 Complaints Concerning District Employees
- BP 4116 Probationary/Permanent Status
- BP 4315.1 Competence in Evaluation and Instructional Methodologies
- BP 5116.1 Intradistrict Open Enrollment
- BP 6145 Extracurricular and Cocurricular Activities

Board Bylaw 9310, Board Policies, and Education Code 35160.5 require that the Board annually review the listed Board Policies. The above listed policies were submitted for a second reading and approval. Member Burns moved approval.

<i>Motion:</i>	<u>Burns</u>		<u>Ryan Aye</u>		<u>Fox Aye</u>
<i>Second</i>	<u>Levens-Craig</u>		<u>Levens-Craig Aye</u>		<u>Burns Aye</u>
<i>Vote:</i>	<u>5-0</u>		<u>El-Hajj Aye</u>		

1.5. Second Reading: BB 9270 – Conflict of Interest – Biannual Review

Board Bylaw 9270, Conflict of Interest was presented to the Board of Education for a second reading and approval as per Government Code requirement to review biennially. Member Burns moved approval.

<i>Motion:</i>	<u>Burns</u>		<u>Ryan Aye</u>		<u>Fox Aye</u>
<i>Second</i>	<u>Levens-Craig</u>		<u>Levens-Craig Aye</u>		<u>Burns Aye</u>
<i>Vote:</i>	<u>5-0</u>		<u>El-Hajj Aye</u>		

G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Superintendent Pierce shared a draft of the agenda and workshop schedule for the Back-to-School Professional Development Day at Cajon Park.

Member Levens-Craig mentioned the Foundation Golf Tournament was fun and a huge success. She expressed her gratitude towards staff for their work. Member Levens-Craig shared attending a ground breaking ceremony and how the City Council commended the School District. She inquired on the summer school program. Superintendent Pierce shared there were about 150 students attending. Member Levens-Craig asked that the District Office HVAC item be revisited by the Board. She mentioned experiencing the effects of the current system during the Foundation meeting.

Member Burns asked that the District explore holding promotion ceremonies at West Hills High and Santana High gyms. He mentioned it would alleviate some work from staff, it would be indoors, and have plenty of seating and parking. He asked it be addressed with Principals. Member El-Hajj mentioned Carlton Oaks used the West Hills Amphitheatre for several years and the community was not very receptive the first year but then welcomed the idea. President Ryan suggested it be a topic of discussion when the Board meets with Principals.

H. CLOSED SESSION

President Ryan announced that the Board would meet in closed session for:

1. **Conference with Labor Negotiator** (Gov. Code § 54956.8)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Employee Organization: Santee Teachers Association (STA)
2. **Conference with Labor Negotiator** (Gov. Code § 54956.8)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Employee Organization: Classified School Employees Association (CSEA)
3. **Conference with Real Property Negotiators** (Govt. Code § 54956.8)
Property:
 - *Elliot Site #2 (Parcel #: APN 366 050 16 - east of landfill; North of West Hills High School – area commonly known as Camp Elliott)*
 - *10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)**Agency Negotiator: Cathy A. Pierce, Superintendent*
4. **Public Employee Performance Evaluation** (Govt. Code § 54957)
Superintendent

The Board entered closed session at 8:43 p.m.

I. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 9:17 p.m. and reported no action was taken.

J. ADJOURNMENT

With no further business, the regular meeting of July 5, 2016 adjourned at 9:17 p.m.

Dianne El-Hajj, Clerk

Cathy A. Pierce, Ed.D., Secretary

Consent Item D.2.1.
Prepared by Dr. Cathy Pierce
August 2, 2016

Approval/Ratification of Travel Requests

BACKGROUND:

In accordance with BP 3350 of the Board of Education, an employee may attend conventions, conferences, or meetings of boards, committees, and commissions; to travel for the purpose of recruiting personnel; to visit other school districts; to appear before legislative committees; and to perform other out-of-district travel which is in the best interests of the school district and which assists employees to perform their jobs successfully.

In accordance with Sections 35044, 35172, and 35173 of the Education Code, the Board of Education shall provide for payment of travel expenses for any representative of the Board when performing services on behalf of the District. In the summer of 2008, following implementation of the Formatta Software, a network-based paperless forms travel processing solution was introduced District-wide in accordance with BP 3350 and AR 3350.

A list of travel and professional staff events is presented for the Board's review and approval/ratification. Included on the report are dates, names of meetings and locations, and either categorical, grant, or general funding sources that support such travel.

A list of requests for travel which require air travel, and/or an overnight stay and/or are out of the State will be reviewed and approved by the Executive Council or Superintendent and submitted for Board of Education approval **prior** to the travel date.

RECOMMENDATION:

It is recommended that the Board of Education approve/ratify the Travel Report for personnel requesting travel on the attached schedule.

This recommendation supports the following District goal:

Staff Development

- Implement a staff development plan as the cornerstone of employee performance and growth.

FISCAL IMPACT:

The estimated travel expenses are \$3,537.00, with substitute costs of \$1,035.00, as disclosed on the following page.

STUDENT ACHIEVEMENT IMPACT:

This is a fiscal item. All fiscal resources impact student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.1.

Board Travel Report - August 2, 2016

Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel
Thurs-Fri, 09/08/16 - 09/09/16	Dr. Cathy Pierce	Superintendent	Equity Symposium 2016	San Diego	\$0	\$360	Professional Development	The focus of this two day symposium will be to uncover specific barriers preventing students from the support and opportunities needed for success.
	Dr. Stephanie Pierce	Educational Services			\$0	\$360	Professional Development	
	Kristin Baranski	Educational Services			\$0	\$360	Professional Development	
	Bonner Montler	Educational Services			\$0	\$360	Professional Development	
	Daniel Prouty	Educational Services			\$0	\$360	Professional Development	
	Tiffani Brown	Educational Services			\$0	\$360	Professional Development	
	Kristen Eveland	Educational Services			\$0	\$360	Professional Development	
	Stacy Roberts	Educational Services			\$0	\$360	Professional Development	
	Jennifer Rolf	Educational Services			\$0	\$360	Professional Development	
Wednesday, 10/12/16	Debbie Wilson	Hill Creek	Self and Match Introductory Training	San Marcos	\$115	\$33	Special Education	This training will provide an increased knowledge of systemic self-monitoring and motivational systems as behavior interventions.
	Anissa Bailey	Chet F. Harritt			\$115	\$33	Special Education	
	Lisa Bodenstadt	Carlton Oaks			\$115	\$33	Special Education	
	Julie Lloyd	Rio Seco			\$115	\$33	Special Education	
	Tony Chiang	Carlton Oaks			\$115	\$33	Special Education	
	Loma Luckinbill	Carlton Oaks			\$115	\$33	Special Education	
	Chelsea Clisby	Cajon Park			\$115	\$33	Special Education	
	Brienne Downing	Educational Services			\$115	\$33	Special Education	
	Robin Accardi	Sycamore Canyon			\$115	\$33	Special Education	
	Travel Requests That Require Airfare, Overnight Stay, and/or Travel Outside of the State of California							
(NONE)								

BACKGROUND:

Warrants issued by the District are required by law to be approved or ratified by the Board of Education.

Commercial Warrants issued for the period of June 2016:

<u>Fund #/Name</u>	<u>Warrant #'s</u>	<u>Amount</u>
03/06 General	14-123663 TO 14-140399	\$748,480.24
09 00	N/A	\$0.00
12 06	14-127992 TO 14-140397	\$5,194.48
13 00	14-124509 TO 14-140394	\$138,109.78
14 00	14-124493 TO 14-133922	\$48,558.50
21 09	N/A	\$0.00
21 39 / 21 08	N/A	\$0.00
25 18	14-140397	\$1.16
25 38	N/A	\$0.00
35-00	N/A	\$0.00
40-00	14-125449 TO 14-140391	\$161,981.62
63 00	14-123671 TO 14-140391	\$18,480.66
		\$1,120,806.44

Student Body Warrants issued for the period of June 2016:

\$8,234.44

Payroll Warrant #'s beginning 10-537605 through 10-537670 and 10-151645 through 10-152490:

<u>Fund #/Name</u>	<u>Amount</u>
03 00	\$3,523,480.65
06 00	\$982,934.53
12 06	\$22,626.57
13 00	\$117,802.31
14 00	\$0.00
63 00	\$189,014.27
\$4,835,858.33	

RECOMMENDATION:

Administration recommends that the Board approve the expenditure warrants for the month of June as presented.

This recommendation supports the following District goal:

Fiscal Accountability

- Financially support the vision, mission, and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility.

FISCAL IMPACT:

The fiscal impact of commercial, student body, and payroll expenditure warrants total \$5,964,899.21 and is disclosed above.

STUDENT ACHIEVEMENT IMPACT:

This is a fiscal item. All fiscal resources impact student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.2.

BACKGROUND:

A numerical listing of purchase orders, including the date issued, the name of the vendor, a general description of items requested, and the anticipated cost of the purchase is attached for the review and approval of the Board of Education. Actual copies of the purchase orders are available for review upon request. As a part of the report, any payment to vendors that increases the amount of the purchase order by 10% or more, or change orders that increase the amount of the bid, will be presented for Board approval/ratification. The table below is a summary of total purchase orders by location for the month of June 2016:

AMOUNT	LOCATION
\$ 8,704.58	PEPPER DRIVE SCHOOL
\$ 7,879.41	CARLTON HILLS SCHOOL
\$ 5,405.23	SYCAMORE CANYON SCH
\$ 26,159.72	PROSPECT AVENUE SCH
\$ 2,416.18	CAJON PARK SCHOOL
\$ 1,948.72	CHET F HARRITT SCH
\$ 8,039.80	CARLTON OAKS SCHOOL
\$ 11,936.40	RIO SECO SCHOOL
\$ 25.92	HILL CREEK SCHOOL
\$ 10,721.36	STATE PRE-SCHOOL
\$ 758.00	SUPERINTENDENT DEPT
\$ 4,795.83	BUSINESS SERVICES
\$ 3,908.06	HUMAN RESOURCES
\$ 4,063.20	EDUCATIONAL SERVICES
\$ 13,298.57	SPECIAL EDUCATION
\$ 1,255.62	PUPIL SERVICES
\$ 16,642.64	PROJECT SAFE
\$ 7,633.06	TECHNOLOGY SERVICES
\$ 51,106.29	MAINTENANCE
\$ 88,676.72	TRANSPORTATION
\$ 65,837.36	FACILITIES MODERNIZATION
\$ 149.04	FOOD SERVICES
\$ 1,515.94	PUBLICATIONS
\$ 342,877.65	Total Purchase Orders – June 2016

RECOMMENDATION:

Administration recommends approval of purchase orders #000000516 through #000000757 issued June 1, 2016 through June 30, 2016.

This recommendation supports the following District goal:

Fiscal Accountability

- Financially support the vision, mission, and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility.

FISCAL IMPACT:

The fiscal impact of \$342,877.65 is disclosed on the following pages.

STUDENT ACHIEVEMENT IMPACT:

This is a fiscal item. All fiscal resources impact student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.3.

LOCATION LIST 2016-17

- 01 Santee School
- 02 Pepper Drive School
- 03 Carlton Hills School
- 04 Sycamore Canyon School
- 05 Prospect Avenue School
- 06 Cajon Park School
- 07 Chet F. Harritt School
- 08 Carlton Oaks School
- 09 Rio Seco School
- 10 Hill Creek School
- 11 Cajon Park Annex
- 12 Prospect Avenue Annex
- 26 Cajon Park Junior High
- 60 Board of Education
- 62 Superintendent
- 64 Business Services
- 65 Personnel
- 66 Educational Services
- 67 Special Education, Centralized
- 68 Special Projects, Centralized
- 69 Professional Development
- 70 Student Support Services
- 71 Library Media Services
- 72 Project SAFE
- 73 Technology
- 74 Operations
- 75 Maintenance

- 76 Transportation
- 78 Warehouse
- 90 Central Kitchen
- 92 Publications
- 97 District Wide
- 100 Summer School
- 108 Carlton Oaks Summer School
- 110 Hill Creek Summer School

Fund Numbers

- 03 00 General - Unrestricted
- 06 00 General - Restricted
- 12 06 Child Development Fund
- 13 00 Cafeteria Fund
- 14 00 Deferred Maintenance Fund
- 17 42 Special Reserve - Other Than Cap/Out
- 21 09 Other Building Fund
- 21 10 Building Fund
- 25 18 Capital Facilities Account Fund
- 25 24 Capital Projects Fund
- 25 38 Capital Facilities Redevelopment
- 30 00 State School Building Fund
(Modernization) and Lease/Purchase
- 40 00 Special Reserve Fund -
Capital Projects
- 53 26 Tax Override Fund - SSBF
- 67 30 Deductible Ins Loss Fund

M = Monthly Blanket
A = Annual Blanket
L = Lottery

PURCHASE ORDER LISTING - JUNE 2016
BY SITE

PO NBR	DATE	FUND	VENDOR	DESCRIPTION	AMOUNT	LOC	LOCATION
0000000519	6/1/2016	0100	SCHOLASTIC CLASSRM MAGAZINES	CLASSROOM MATERIALS	\$ 50.09	002	PEPPER DRIVE SCHOOL
0000000577	6/6/2016	0100	BIRCH AQUARIUM AT SCRIPPS	ADMISSIONS	\$ 850.00	002	PEPPER DRIVE SCHOOL
0000000593	6/7/2016	0100	IMAGESTUFF.COM	AWARDS/SUPPLIES	\$ 168.48	002	PEPPER DRIVE SCHOOL
0000000600	6/8/2016	1400	O.A.P. PACKAGING, INC	BOXES FOR PD	\$ 1,023.52	002	PEPPER DRIVE SCHOOL
0000000647	6/15/2016	1400	LAURA D ROMANO	LEGAL SERVICES	\$ 337.50	002	PEPPER DRIVE SCHOOL
0000000666	6/15/2016	0100	SANIGLAZE	CLEANING SERVICES - PD RR	\$ 1,800.00	002	PEPPER DRIVE SCHOOL
0000000676	6/16/2016	1400	WESTERN ENVIRONMENTAL & SAFETY	HAZMAT TESTING	\$ 460.00	002	PEPPER DRIVE SCHOOL
0000000681	6/17/2016	0100	CLARK SECURITY PRODUCTS,	PADLOCKS	\$ 123.56	002	PEPPER DRIVE SCHOOL
0000000682	6/17/2016	0100	HOME DEPOT COMMERCIAL ACCOUNT	SUPPLIES	\$ 74.36	002	PEPPER DRIVE SCHOOL
0000000711	6/27/2016	0100	EL CAJON PRINT & CLASS A TROPHIES	TROPHY'S	\$ 538.70	002	PEPPER DRIVE SCHOOL
0000000712	6/27/2016	0100	JOSTENS	YEARBOOKS - PEPPER DRIVE	\$ 3,199.00	002	PEPPER DRIVE SCHOOL
0000000732	6/28/2016	0100	OFFICE DEPOT INC	OFFICE SUPPLIES FOR ALL SITES	\$ 79.37	002	PEPPER DRIVE SCHOOL
					TOTAL	\$ 8,704.58	PEPPER DRIVE SCHOOL
0000000518	6/1/2016	0100	SCHOLASTIC BOOK FAIRS S.D.	FUNDRAISER	\$ 2,235.73	003	CARLTON HILLS SCHOOL
0000000536	6/2/2016	0100	SEHI COMPUTER PRODUCTS INC	PROJECTOR	\$ 616.68	003	CARLTON HILLS SCHOOL
0000000583	6/7/2016	0100	SEHI COMPUTER PRODUCTS INC	BATTERIES	\$ 134.52	003	CARLTON HILLS SCHOOL
0000000648	6/15/2016	0100	EDMENTUM, INC	SOFTWARE LICENSES	\$ 1,286.90	003	CARLTON HILLS SCHOOL
0000000649	6/15/2016	0100	LIFETOUCH PUBLISHING	YEARBOOKS - CARLTON HILLS	\$ 1,820.14	003	CARLTON HILLS SCHOOL
0000000671	6/16/2016	0100	CARLTON OAKS COUNTRY CLUB	8TH GRADE PROMOTION EVENT	\$ 1,260.00	003	CARLTON HILLS SCHOOL
32 0000000732	6/28/2016	0100	OFFICE DEPOT INC	OFFICE SUPPLIES FOR ALL SITES	\$ 525.44	003	CARLTON HILLS SCHOOL
					TOTAL	\$ 7,879.41	CARLTON HILLS SCHOOL
0000000530	6/2/2016	0100	SKEDADDLE FUNDRAISERS	FUNDRAISER	\$ 192.00	004	SYCAMORE CANYON SCH
0000000547	6/3/2016	0100	TIME FOR KIDS	SUBSCRIPTIONS	\$ 882.20	004	SYCAMORE CANYON SCH
0000000589	6/7/2016	0100	US GAMES	PE SUPPLIES	\$ 1,002.11	004	SYCAMORE CANYON SCH
0000000623	6/10/2016	0100	TIME FOR KIDS	SUBSCRIPTIONS	\$ 731.60	004	SYCAMORE CANYON SCH
0000000668	6/15/2016	0100	SCHOLASTIC BOOK FAIRS - 10	BOOK FAIR - SC	\$ 2,191.82	004	SYCAMORE CANYON SCH
0000000732	6/28/2016	0100	OFFICE DEPOT INC	OFFICE SUPPLIES FOR ALL SITES	\$ 405.50	004	SYCAMORE CANYON SCH
					TOTAL	\$ 5,405.23	SYCAMORE CANYON SCH
0000000522	6/2/2016	0100	LEARNING A-Z	SOFTWARE LICENSES	\$ 454.80	005	PROSPECT AVENUE SCH
0000000523	6/2/2016	0100	UNITED SCOPE LLC	CLASSROOM MATERIALS	\$ 2,980.54	005	PROSPECT AVENUE SCH
0000000524	6/2/2016	0100	LEXIA LEARNING SYSTEMS INC	SOFTWARE LICENSES	\$ 8,500.00	005	PROSPECT AVENUE SCH
0000000525	6/2/2016	0100	UNITED HEALTH SUPPLIES	HEALTH OFFICE SUPPLIES	\$ 292.72	005	PROSPECT AVENUE SCH
0000000527	6/2/2016	0100	AWARDS BY NAVAJO	AWARDS FOR PRIDE	\$ 91.77	005	PROSPECT AVENUE SCH
0000000528	6/2/2016	0100	WAYFAIR SUPPLY LLC	SUPPLIES	\$ 257.02	005	PROSPECT AVENUE SCH
0000000531	6/2/2016	0100	IKEA - SAN DIEGO STORE	SUPPLIES	\$ 194.34	005	PROSPECT AVENUE SCH
0000000535	6/2/2016	0100	AMAZON.COM	STORAGE SHELF	\$ 141.03	005	PROSPECT AVENUE SCH
0000000546	6/3/2016	0100	B&H PHOTO & VIDEO	ELECTRONIC SUPPLIES	\$ 452.52	005	PROSPECT AVENUE SCH
0000000568	6/6/2016	0100	SCHOLASTIC INC	CLASSROOM MATERIALS	\$ 1,817.64	005	PROSPECT AVENUE SCH
0000000569	6/6/2016	0100	REALLY GOOD STUFF INC	CLASSROOM MATERIALS	\$ 157.32	005	PROSPECT AVENUE SCH
0000000579	6/6/2016	0100	BENCHMARK EDUCATION CO	CLASSROOM MATERIALS	\$ 4,725.00	005	PROSPECT AVENUE SCH
0000000580	6/6/2016	0100	AMAZON.COM	CLASSROOM SUPPLIES	\$ 129.43	005	PROSPECT AVENUE SCH
0000000585	6/7/2016	0100	PASCO SCIENTIFIC	SUPPLIES	\$ 989.16	005	PROSPECT AVENUE SCH
0000000586	6/7/2016	0100	SCHOOL OUTFITTERS	CLASSROOM SUPPLIES	\$ 28.77	005	PROSPECT AVENUE SCH

0000000587	6/7/2016	0100	HOME DEPOT COMMERCIAL ACCOUNT	SUPPLIES	\$	154.33	005	PROSPECT AVENUE SCH
0000000597	6/8/2016	0100	MY PARTY JUMPERS	END OF THE YEAR EVENT	\$	481.00	005	PROSPECT AVENUE SCH
0000000622	6/10/2016	0100	JOSTENS	YEARBOOKS - PRIDE	\$	3,250.36	005	PROSPECT AVENUE SCH
0000000638	6/14/2016	0100	AMERICAN FENCE COMPANY	SHADE CLOTH AT PRIDE	\$	567.00	005	PROSPECT AVENUE SCH
0000000732	6/28/2016	0100	OFFICE DEPOT INC	OFFICE SUPPLIES FOR ALL SITES	\$	494.97	005	PROSPECT AVENUE SCH
				TOTAL	\$	26,159.72		PROSPECT AVENUE SCH
0000000516	6/1/2016	0100	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$	225.00	006	CAJON PARK SCHOOL
0000000570	6/6/2016	0100	YMCA - SANTEE	ADMISSIONS	\$	596.00	006	CAJON PARK SCHOOL
0000000732	6/28/2016	0100	OFFICE DEPOT INC	OFFICE SUPPLIES FOR ALL SITES	\$	1,595.18	006	CAJON PARK SCHOOL
				TOTAL	\$	2,416.18		CAJON PARK SCHOOL
0000000538	6/3/2016	0100	WILLIAM FAGAN	DJ SERVICES	\$	250.00	007	CHET F HARRITT SCH
0000000584	6/7/2016	0100	CARLTON OAKS COUNTRY CLUB	8TH GRADE PROMOTION EVENT	\$	1,128.00	007	CHET F HARRITT SCH
0000000595	6/7/2016	0100	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$	75.00	007	CHET F HARRITT SCH
0000000596	6/7/2016	0100	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$	300.00	007	CHET F HARRITT SCH
0000000641	6/14/2016	0100	CLARK SECURITY PRODUCTS,	DOOR/HARDWARE SUPPLIES-CFH	\$	138.54	007	CHET F HARRITT SCH
0000000732	6/28/2016	0100	OFFICE DEPOT INC	OFFICE SUPPLIES FOR ALL SITES	\$	57.18	007	CHET F HARRITT SCH
				TOTAL	\$	1,948.72		CHET F HARRITT SCH
0000000526	6/2/2016	0100	MIXED BAG	6TH GRADE CAMP FUNDRAISER	\$	1,959.12	008	CARLTON OAKS SCHOOL
0000000624	6/10/2016	0100	SEHI COMPUTER PRODUCTS INC	PROJECTOR BULB - CO	\$	241.44	008	CARLTON OAKS SCHOOL
0000000634	6/14/2016	0100	DELL MARKETING L.P.	PRINTER ACCESSORIES	\$	190.83	008	CARLTON OAKS SCHOOL
0000000643	6/14/2016	0100	HOME DEPOT COMMERCIAL ACCOUNT	SAFE FOR CARLTON OAKS	\$	376.92	008	CARLTON OAKS SCHOOL
0000000673	6/16/2016	0100	JOSTENS	YEARBOOKS - CO	\$	4,750.10	008	CARLTON OAKS SCHOOL
0000000732	6/28/2016	0100	OFFICE DEPOT INC	OFFICE SUPPLIES FOR ALL SITES	\$	521.39	008	CARLTON OAKS SCHOOL
				TOTAL	\$	8,039.80		CARLTON OAKS SCHOOL
0000000567	6/6/2016	0100	HEINEMANN	CLASSROOM MATERIALS	\$	1,167.02	009	RIO SECO SCHOOL
0000000615	6/8/2016	0100	YMCA - SANTEE	ADMISSIONS	\$	900.00	009	RIO SECO SCHOOL
0000000617	6/9/2016	0100	SCHOLASTIC BOOK FAIRS - 10	BOOK FAIR	\$	6,017.17	009	RIO SECO SCHOOL
0000000618	6/9/2016	0100	BENCHMARK EDUCATION CO	CLASSROOM MATERIALS	\$	615.96	009	RIO SECO SCHOOL
0000000619	6/9/2016	0100	YMCA - SANTEE	ADMISSIONS	\$	804.00	009	RIO SECO SCHOOL
0000000620	6/9/2016	0100	SCHOOL HEALTH CORPORATION	HEALTH OFFICE SUPPLIES	\$	87.15	009	RIO SECO SCHOOL
0000000669	6/15/2016	0100	CARLTON OAKS COUNTRY CLUB	8TH GR. PROMOTION EVENT	\$	1,533.00	009	RIO SECO SCHOOL
0000000733	6/28/2016	0100	OFFICEMAX CONTRACT INC	OFFICE SUPPLIES	\$	725.57	009	RIO SECO SCHOOL
0000000742	6/28/2016	0100	AWARDS BY NAVAJO	8TH GRADE PROMOTION AWARDS	\$	86.53	009	RIO SECO SCHOOL
				TOTAL	\$	11,936.40		RIO SECO SCHOOL
0000000705	6/23/2016	0100	TROPHY MASTER	AWARDS/PLAQUES	\$	25.92	010	HILL CREEK SCHOOL
				TOTAL	\$	25.92		HILL CREEK SCHOOL
0000000590	6/7/2016	1200	PLAY WITH A PURPOSE	SUPPLIES FOR STATE PRE-SCHOOL	\$	549.72	012	STATE PRE-SCHOOL
0000000605	6/8/2016	1200	SOUTH COAST COPY SYSTEMS	SERVICE AGREEMENTS FOR COPIERS	\$	36.82	012	STATE PRE-SCHOOL
0000000614	6/8/2016	1200	LAKESHORE LEARNING MATERIALS	SUPPLIES FOR PRESCHOOL	\$	1,344.82	012	STATE PRE-SCHOOL
0000000691	6/21/2016	1200	HOLLAND'S CUSTOM CABINETS, INC.	COUNTER AT STATE PRESCHOOL	\$	8,165.00	012	STATE PRE-SCHOOL
0000000710	6/27/2016	1200	GREENBRIER LAWN & TREE EXPERT	TREE REMOVAL SERVICES	\$	625.00	012	STATE PRE-SCHOOL
				TOTAL	\$	10,721.36		STATE PRE-SCHOOL
0000000520	6/1/2016	0100	COSTCO	SUPPLIES -SAFETY PATROL AWARDS	\$	608.00	062	SUPERINTENDENT DEPT
0000000698	6/21/2016	0100	S4 MEDIA	ADVERTISEMENT	\$	150.00	062	SUPERINTENDENT DEPT
				TOTAL	\$	758.00		SUPERINTENDENT DEPT
0000000605	6/8/2016	0100	SOUTH COAST COPY SYSTEMS	SERVICE AGREEMENTS FOR COPIERS	\$	45.73	064	BUSINESS SERVICES
0000000605	6/8/2016	0100	SOUTH COAST COPY SYSTEMS	SERVICE AGREEMENTS FOR COPIERS	\$	1,653.62	064	BUSINESS SERVICES

0000000630	6/14/2016	0100	SCHOOL SPECIALTY, INC	SUPPLIES	\$	6.40	064	BUSINESS SERVICES
0000000645	6/14/2016	0100	CASBO PROFESSIONAL DEVELOPMT	MEMBERSHIP DUES	\$	633.33	064	BUSINESS SERVICES
0000000679	6/17/2016	4000	WELLS FARGO BANK	SANTEE COP 2010 SOLAR ENERGY	\$	2,300.00	064	BUSINESS SERVICES
0000000680	6/17/2016	0100	FEDERAL EXPRESS CORPORATION	OVERNIGHT MAIL DELIVERIES	\$	66.02	064	BUSINESS SERVICES
0000000732	6/28/2016	0100	OFFICE DEPOT INC	OFFICE SUPPLIES FOR ALL SITES	\$	55.94	064	BUSINESS SERVICES
0000000733	6/28/2016	0100	OFFICEMAX CONTRACT INC	OFFICE SUPPLIES	\$	34.79	064	BUSINESS SERVICES
				TOTAL	\$	4,795.83		BUSINESS SERVICES
0000000601	6/8/2016	0100	STATE OF CALIFORNIA	FINGERPRINTING SERVICES	\$	441.00	065	HUMAN RESOURCES
0000000633	6/14/2016	0100	AWARDS BY NAVAJO	AWARDS	\$	31.41	065	HUMAN RESOURCES
0000000732	6/28/2016	0100	OFFICE DEPOT INC	OFFICE SUPPLIES FOR ALL SITES	\$	74.40	065	HUMAN RESOURCES
0000000736	6/28/2016	0100	ATKINSON, ANDELSON, LOYA, RUUD	LEGAL SERVICES	\$	3,361.25	065	HUMAN RESOURCES
				TOTAL	\$	3,908.06		HUMAN RESOURCES
0000000578	6/6/2016	0100	SUPERINTENDENT OF SCHOOLS	MATH FRAMEWORKS-PILOT TEACHERS	\$	63.56	066	EDUCATIONAL SERVICES
0000000605	6/8/2016	0100	SOUTH COAST COPY SYSTEMS	SERVICE AGREEMENTS FOR COPIERS	\$	154.37	066	EDUCATIONAL SERVICES
0000000625	6/10/2016	0100	EDUCATIONAL TESTING SERVICES	TESTING MATERIALS	\$	2,500.00	066	EDUCATIONAL SERVICES
0000000704	6/23/2016	0100	ALLIANCE FOR AFRICAN ASSISTANCE	CONSULTING SERVICES	\$	552.73	066	EDUCATIONAL SERVICES
0000000732	6/28/2016	0100	OFFICE DEPOT INC	OFFICE SUPPLIES FOR ALL SITES	\$	567.54	066	EDUCATIONAL SERVICES
0000000754	6/28/2016	0100	FAHIMA PIROMARI	TRANSLATION SERVICES	\$	165.00	066	EDUCATIONAL SERVICES
0000000755	6/28/2016	0100	ELENA V. LEHOLM	TRANSLATION SERVICES	\$	60.00	066	EDUCATIONAL SERVICES
				TOTAL	\$	4,063.20		EDUCATIONAL SERVICES
0000000532	6/2/2016	0100	NORTH COASTAL CONSORTIUM	REGISTRATION FEES	\$	240.00	067	SPECIAL EDUCATION
0000000702	6/22/2016	0100	GROSSMONT UNION HIGH	SELPA SERVICES	\$	12,864.65	067	SPECIAL EDUCATION
0000000732	6/28/2016	0100	OFFICE DEPOT INC	OFFICE SUPPLIES FOR ALL SITES	\$	193.92	067	SPECIAL EDUCATION
				TOTAL	\$	13,298.57		SPECIAL EDUCATION
0000000521	6/2/2016	0100	ORANGE COUNTY DEPARTMENT OF	MEDI-CAL ADMIN FEES	\$	133.50	070	PUPIL SERVICES
0000000732	6/28/2016	0100	OFFICE DEPOT INC	OFFICE SUPPLIES FOR ALL SITES	\$	222.12	070	PUPIL SERVICES
0000000737	6/28/2016	0100	LICENSE TO FREEDOM	SANTEE PROJECT PRIMARY SUCCESS	\$	900.00	070	PUPIL SERVICES
				TOTAL	\$	1,255.62		PUPIL SERVICES
0000000517	6/1/2016	6300	SYSCO FOOD SERVICES OF	FOOD SUPPLIES FOR PROJECT SAFE	\$	338.02	072	PROJECT SAFE
0000000529	6/2/2016	6300	SYSCO FOOD SERVICES OF	FOOD SUPPLIES FOR PROJ. SAFE	\$	268.96	072	PROJECT SAFE
0000000537	6/3/2016	6300	PARKWAY BOWL	ADMISSIONS	\$	247.50	072	PROJECT SAFE
0000000545	6/3/2016	6300	LAKESHORE	SUPPLIES	\$	1,500.00	072	PROJECT SAFE
0000000571	6/6/2016	6300	SMART & FINAL	OST FOOD SUPPLIES	\$	200.00	072	PROJECT SAFE
0000000572	6/6/2016	6300	SMART & FINAL	OST FOOD SUPPLIES	\$	200.00	072	PROJECT SAFE
0000000573	6/6/2016	6300	SMART & FINAL	OST FOOD SUPPLIES	\$	200.00	072	PROJECT SAFE
0000000574	6/6/2016	6300	SMART & FINAL	OST FOOD SUPPLIES	\$	200.00	072	PROJECT SAFE
0000000575	6/6/2016	6300	SMART & FINAL	PROJECT SAFE SUPPLIES	\$	100.00	072	PROJECT SAFE
0000000576	6/6/2016	6300	SMART & FINAL	OST SUMMER ACTIVITY SUPPLIES	\$	500.00	072	PROJECT SAFE
0000000581	6/6/2016	6300	USS MIDWAY MUSEUM	ADMISSIONS	\$	500.00	072	PROJECT SAFE
0000000582	6/6/2016	6300	S&S WORLDWIDE	OST SUMMER SUPPLIES	\$	925.82	072	PROJECT SAFE
0000000591	6/7/2016	6300	SYSCO FOOD SERVICES OF	FOOD SUPPLIES FOR YALE & PS	\$	1,507.51	072	PROJECT SAFE
0000000592	6/7/2016	6300	SYSCO FOOD SERVICES OF	FOOD SUPPLIES - PROJ. SAFE	\$	1,833.14	072	PROJECT SAFE
0000000599	6/8/2016	6300	DISCOUNT SCHOOL SUPPLY	SUPPLIES FOR YALE	\$	1,244.79	072	PROJECT SAFE
0000000621	6/9/2016	6300	SYSCO FOOD SERVICES OF	FOOD SUPPLIES FOR PROJ. SAFE	\$	403.00	072	PROJECT SAFE
0000000626	6/10/2016	6300	AMAZON.COM	PROJ SAFE SUMMER SUPPLIES	\$	1,185.26	072	PROJECT SAFE
0000000628	6/13/2016	6300	S&S WORLDWIDE	SUMMER SUPPLIES - PROJ. SAFE	\$	879.84	072	PROJECT SAFE
0000000670	6/15/2016	6300	ADVERTISING EDGE INC	T-SHIRTS FOR SUMMER	\$	3,948.85	072	PROJECT SAFE

0000000732	6/28/2016	6300	OFFICE DEPOT INC	OFFICE SUPPLIES FOR ALL SITES	\$	443.53	072	PROJECT SAFE
0000000741	6/28/2016	6300	AMAZON.COM	SUPPLIES FOR PROJECT SAFE	\$	16.42	072	PROJECT SAFE
				TOTAL	\$	16,642.64		PROJECT SAFE
0000000604	6/8/2016	0100	SPRINT	CELL PHONE CHARGES FOR MAY '16	\$	2,562.61	073	TECHNOLOGY SERVICES
0000000650	6/15/2016	0100	ISQUAD REPAIR	IPAD REPAIRS	\$	410.37	073	TECHNOLOGY SERVICES
0000000651	6/15/2016	0100	NVLS PROFESSIONAL SERVICES LLC	ERATE SERVICES	\$	3,375.00	073	TECHNOLOGY SERVICES
0000000734	6/28/2016	0100	ISQUAD REPAIR	IPAD REPAIRS	\$	107.99	073	TECHNOLOGY SERVICES
0000000734	6/28/2016	0100	ISQUAD REPAIR	IPAD REPAIRS	\$	1,177.09	073	TECHNOLOGY SERVICES
				TOTAL	\$	7,633.06		TECHNOLOGY SERVICES
0000000534	6/2/2016	0100	MISSION JANITORIAL SUPPLIES	CUSTODIAL SUPPLIES	\$	55.40	075	MAINTENANCE
0000000594	6/7/2016	0100	MISSION JANITORIAL SUPPLIES	CUSTODIAL SUPPLIES	\$	55.40	075	MAINTENANCE
0000000598	6/8/2016	0100	MAINTEX INC	CUSTODIAL SUPPLIES	\$	96.44	075	MAINTENANCE
0000000655	6/15/2016	0100	MAINTEX INC	EQUIPMENT REPAIRS	\$	113.10	075	MAINTENANCE
0000000683	6/17/2016	0100	MAINTEX INC	EQUIPMENT REPAIRS	\$	354.34	075	MAINTENANCE
0000000533	6/2/2016	0100	MERCURY DISPOSAL SYSTEMS INC	HAZARDOUS WASTE DISPOSAL	\$	577.72	075	MAINTENANCE
0000000602	6/8/2016	0100	KRC ROCK INC	GROUNDS SUPPLIES	\$	197.24	075	MAINTENANCE
0000000603	6/8/2016	0100	JOHNSTONE SUPPLY	HVAC SUPPLIES	\$	37.90	075	MAINTENANCE
0000000603	6/8/2016	0100	JOHNSTONE SUPPLY	HVAC SUPPLIES	\$	67.70	075	MAINTENANCE
0000000606	6/8/2016	0100	FERGUSON ENTERPRISES INC	PLUMBING SUPPLIES	\$	682.12	075	MAINTENANCE
0000000608	6/8/2016	0100	AARDVARK PEST CONTROL	PEST CONTROL SERVICES	\$	1,488.00	075	MAINTENANCE
0000000609	6/8/2016	1400	WESTERN ENVIRONMENTAL & SAFETY	HAZMAT SERVICES	\$	1,075.00	075	MAINTENANCE
0000000610	6/8/2016	0100	COMPETITIVE METALS INC	MAINTENANCE SUPPLIES	\$	5.41	075	MAINTENANCE
0000000611	6/8/2016	0100	24-HOUR ELEVATOR, INC.	ELEVATOR REPAIRS	\$	250.00	075	MAINTENANCE
0000000616	6/9/2016	1400	WESTERN ENVIRONMENTAL & SAFETY	HAZMAT CONSULTING SERVICES	\$	695.00	075	MAINTENANCE
0000000632	6/14/2016	0100	WASTE MANAGEMENT OF EL CAJON -	ROLL OFFS - CP	\$	228.85	075	MAINTENANCE
0000000635	6/14/2016	0100	VALLEY TRACTOR & EQUIPMENT	EQUIPMENT REPAIRS	\$	1,665.25	075	MAINTENANCE
0000000636	6/14/2016	0100	AIRE FILTER PRODUCTS CA	AIR FILTERS	\$	192.46	075	MAINTENANCE
0000000637	6/14/2016	0100	ATI	FLOOD REPAIRS - SC	\$	36,136.89	075	MAINTENANCE
0000000639	6/14/2016	0100	AMERICAN TIME & SIGNAL	CLOCKS	\$	1,246.81	075	MAINTENANCE
0000000640	6/14/2016	0100	CALIFORNIA ELECTRIC SUPPLY	ELECTRICAL SUPPLIES	\$	759.88	075	MAINTENANCE
0000000642	6/14/2016	0100	COMMERCIAL & INDUSTRIAL	ROOF REPAIRS SC MULTI-PURP. RM	\$	430.00	075	MAINTENANCE
0000000644	6/14/2016	0100	JOHNSTONE SUPPLY	HVAC SUPPLIES	\$	167.40	075	MAINTENANCE
0000000646	6/15/2016	0100	COUNTYWIDE MECHANICAL	HVAC SVCS	\$	425.00	075	MAINTENANCE
0000000652	6/15/2016	0100	KRC ROCK INC	GROUNDS SUPPLIES	\$	98.61	075	MAINTENANCE
0000000656	6/15/2016	0100	TRANE U.S. INC.	HVAC SUPPLIES	\$	232.07	075	MAINTENANCE
0000000667	6/15/2016	0100	CALIFORNIA ELECTRIC SUPPLY	ELECTRICAL SUPPLIES	\$	48.76	075	MAINTENANCE
0000000674	6/16/2016	0100	MASON'S SAW & LAWNMOWER	GROUNDS SUPPLIES	\$	179.38	075	MAINTENANCE
0000000675	6/16/2016	0100	FERGUSON ENTERPRISES INC	PLUMBING SUPPLIES	\$	41.76	075	MAINTENANCE
0000000676	6/16/2016	0100	WESTERN ENVIRONMENTAL & SAFETY	HAZMAT TESTING	\$	795.00	075	MAINTENANCE
0000000677	6/16/2016	0100	AARDVARK PEST CONTROL	PEST CONTROL SERVICES	\$	895.00	075	MAINTENANCE
0000000678	6/16/2016	0100	VALLEY INDUSTRIAL SPECIALTIES	PLUMBING SUPPLIES	\$	232.44	075	MAINTENANCE
0000000692	6/21/2016	0100	CALIFORNIA ELECTRIC SUPPLY	ELECTRICAL SUPPLIES	\$	64.15	075	MAINTENANCE
0000000693	6/21/2016	0100	FERGUSON ENTERPRISES INC	PLUMBING SUPPLIES	\$	49.76	075	MAINTENANCE
0000000707	6/27/2016	0100	FERGUSON ENTERPRISES INC	PLUMBING SUPPLIES - ALL SITES	\$	495.65	075	MAINTENANCE
0000000708	6/27/2016	0100	COUNTYWIDE MECHANICAL	HVAC REPAIRS	\$	235.00	075	MAINTENANCE
0000000735	6/28/2016	0100	DUNN EDWARDS CORPORATION	PAINT SUPPLIES	\$	365.19	075	MAINTENANCE
0000000757	6/29/2016	0100	EWING IRRIGATION PRODUCTS	WINDSTORM/FLOOD REPAIRS	\$	370.21	075	MAINTENANCE

					TOTAL	\$ 51,106.29	MAINTENANCE
0000000607	6/8/2016	0100	PENSKE FORD	BUS REPAIRS/PARTS	\$	241.83 076	TRANSPORTATION
0000000612	6/8/2016	0100	HOME DEPOT COMMERCIAL ACCOUNT	TRANSPORTATION DEPT. SUPPLIES	\$	14.77 076	TRANSPORTATION
0000000653	6/15/2016	0100	KIRKS RADIATOR	VEHICLE REPAIRS	\$	483.29 076	TRANSPORTATION
0000000657	6/15/2016	0100	CUSTOM AUTO WRAP	DECALS FOR NEW VANS	\$	106.92 076	TRANSPORTATION
0000000658	6/15/2016	0100	NORTH COUNTY REBUILDERS	PARTS/SUPPLIES FOR BUS REPAIRS	\$	301.32 076	TRANSPORTATION
0000000659	6/15/2016	0100	INTERSTATE BATTERY OF	VEHICLE REPAIRS	\$	646.15 076	TRANSPORTATION
0000000662	6/15/2016	0100	O'REILLY AUTO PARTS	PARTS / SUPPLIES FOR REPAIRS	\$	165.56 076	TRANSPORTATION
0000000663	6/15/2016	0100	WESTERN GRAPHIX	ID CARD SUPPLIES/REPAIRS	\$	454.52 076	TRANSPORTATION
0000000664	6/15/2016	0100	A-Z BUS SALES, INC.	PARTS/SUPPLIES FOR BUS REPAIRS	\$	142.96 076	TRANSPORTATION
0000000687	6/21/2016	4000	WELLS FARGO EQUIPMENT FINANCE INC	BUS LEASES	\$	84,470.00 076	TRANSPORTATION
0000000694	6/21/2016	0100	O'REILLY AUTO PARTS	SUPPLIES/PARTS FOR BUS REPAIRS	\$	89.77 076	TRANSPORTATION
0000000695	6/21/2016	0100	TIRE CENTERS, LLC	TIRES FOR GROUNDS EQUIPMENT	\$	508.12 076	TRANSPORTATION
0000000696	6/21/2016	0100	CALIFORNIA ENVIRONMENTAL	BUS REPAIRS	\$	350.00 076	TRANSPORTATION
0000000697	6/21/2016	0100	NORTH COUNTY REBUILDERS	BUS REPAIRS	\$	258.12 076	TRANSPORTATION
0000000701	6/22/2016	0100	DION INTERNATIONAL TRUCKS LLC	BUS PARTS	\$	76.11 076	TRANSPORTATION
0000000703	6/23/2016	0100	AUTO ZONE	PARTS FOR VEHICLE REPAIRS	\$	48.59 076	TRANSPORTATION
0000000738	6/28/2016	0100	ALL STAR GLASS	BUS REPAIRS	\$	69.00 076	TRANSPORTATION
0000000739	6/28/2016	0100	PENSKE FORD	VEHICLE REPAIRS	\$	163.49 076	TRANSPORTATION
0000000740	6/28/2016	0100	DION INTERNATIONAL TRUCKS LLC	VEHICLE REPAIRS	\$	86.20 076	TRANSPORTATION
					TOTAL	\$ 88,676.72	TRANSPORTATION
0000000588	6/7/2016	4000	STANDARD ELECTRONICS	PUBLIC ADDRESS SYSTEM	\$	14,095.00 077	FACILITIES MODERNIZATION
0000000627	6/13/2016	1400	O.A.P. PACKAGING, INC	MOVING BOXES - ERC	\$	1,070.50 077	FACILITIES MODERNIZATION
0000000684	6/17/2016	0100	CALIFORNIA ELECTRIC SUPPLY	EVO BASE RETRO LIGHT KITS - CO	\$	48,114.00 077	FACILITIES MODERNIZATION
0000000706	6/27/2016	0100	AMAZON.COM	LIGHTING RETRO KIT PARTS	\$	451.98 077	FACILITIES MODERNIZATION
0000000745	6/28/2016	0100	CALIFORNIA ELECTRIC SUPPLY	CO RETROFIT LIGHTING SUPPLIES	\$	604.80 077	FACILITIES MODERNIZATION
0000000746	6/28/2016	4000	HOME DEPOT COMMERCIAL ACCOUNT	PEPPER DRIVE REMODEL	\$	1,031.08 077	FACILITIES MODERNIZATION
0000000747	6/28/2016	4000	CABLE, PIPE & LEAK DETECTION,	UTILITIES LOCATOR - CH	\$	470.00 077	FACILITIES MODERNIZATION
					TOTAL	\$ 65,837.36	FACILITIES MODERNIZATION
0000000640	6/14/2016	1300	CALIFORNIA ELECTRIC SUPPLY	ELECTRICAL SUPPLIES	\$	149.04 090	FOOD SERVICES
					TOTAL	\$ 149.04	FOOD SERVICES
0000000631	6/14/2016	0100	SOUTHLAND ENVELOPE COMPANY INC	OUTSOURCED PRINTING SERVICES	\$	1,515.94 092	PUBLICATIONS
					TOTAL	\$ 1,515.94	PUBLICATIONS

\$342,877.65

Consent Item D.2.4.
Prepared by Dr. Cathy Pierce
August 2, 2016

Approval/Ratification of Revolving Cash Report

BACKGROUND:

The Revolving Cash Fund of \$15,000 is used for prompt payment to vendors and saves the costs associated with processing payments of small amounts through the County Superintendent of Schools. The attached report of numerical listings by check number include the issue date, name of payee, a general description of items purchased, and the amount of the check.

RECOMMENDATION:

Administration recommends approval of checks #22420 through #22422 on the \$15,000 Revolving Cash Account.

This recommendation supports the following District goal:

Fiscal Accountability

- Financially support the vision, mission, and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility.

FISCAL IMPACT:

The fiscal impact is \$854.98 as disclosed on the following report.

STUDENT ACHIEVEMENT IMPACT:

This is a fiscal item. All fiscal resources impact student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.4.

**SANTEE SCHOOL DISTRICT
REVOLVING CASH REPORT- \$15,000**

Date	Number	Name	Memo	Amount
06/24/16	22420	Montgomery Middle School	Transfer of 6th Grade Camp Funds (student moved districts)	50.75
07/01/16	22421	Josh London Productions	Project Safe Magic Show	750.00
07/13/16	22422	State Board of Equalization	Quarterly Diesel Fuel Tax Return	52.15
		Total Checks Written		\$852.90
06/30/16		Bank Fee - June, 2016		2.08
		Total to be Reimbursed		\$854.98

Consent Item D.2.5.
 Prepared by Dr. Cathy Pierce
 August 2, 2016

Acceptance of Donations

BACKGROUND:

Board of Education policy #3290 specifies that gifts and donations, with a value over \$50, must be officially received by the Board of Education. The following donations have been offered to the District:

<i>Item</i>	<i>Approximate Value</i>	<i>Donated By</i>	<i>Designated For Use At</i>
Funds to Support Educational Field Trips and 6 th Grade Camp	\$387.21	Target – Take Charge of Education	Carlton Hills School
	\$500.00	Hager Photography	
Funds for Sound Equipment	\$150.00	Carlton Hills PTA	Carlton Hills School
TOTAL DONATIONS RECEIVED	\$1,037.21		

RECOMMENDATION:

Administration recommends acceptance of the donations listed above for the District and authorization granted to send a letter of appreciation on behalf of the governing Board.

This recommendation supports the following District goals:

Educational Achievement

- Assure the highest level of educational achievement for all students.

Fiscal Accountability

- Financially support the vision, mission, and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility.

FISCAL IMPACT:

The donations above are valued at \$1,037.21.

STUDENT ACHIEVEMENT IMPACT:

This is a fiscal item. All fiscal resources impact student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.5.

BACKGROUND:

From time to time, the District contracts with individuals, companies, or organizations to provide various types of services within the following scopes:

- Consultants: Those providing professional advice or specialized technical or training services
- General Service Providers: Those providing general services not fitting the description of a consultant

The Internal Revenue Service requires an analysis of the nature and type of work performed to determine whether the service provider qualifies as an independent contractor to be paid by commercial warrant or an employee to be paid by payroll warrant for withholding and payment of appropriate payroll taxes. This analysis generally involves an assessment of the degree of control the District will have over the service provider's schedule and work methods.

The attached table presents requests for Consultants and General Service Providers. (NOTE: Those providing services on an annual, on-going basis are approved separately by the Board as Annual Contract Renewals)

RECOMMENDATION:

It is recommended that the Board of Education approve agreements with Consultants and General Service Providers as presented.

This recommendation supports the following District goals:

Educational Achievement

- Assure the highest level of educational achievement for all students.

Fiscal Accountability

- Financially support the vision, mission, and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility.

FISCAL IMPACT:

The fiscal impact is disclosed on the attached page.

STUDENT ACHIEVEMENT IMPACT:

This is a fiscal item. All fiscal resources impact student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.6.

**Consultant / General Service Provider Report
August 2, 2016**

Vendor Name	Type (Consultant or General Service Provider)	Description of Services	Date(s) of Service	Amount	Funding	Payment Type (Independent Contractor or Employee)
Janine Ezaki, Ed.D.	General Service Provider	Conduct Analysis of the Board of Education and Superintendent Surveys	06/28/16	Not to Exceed \$2,000.00 (this cost is included in the previously approved amount for the services of Dr. White to conduct the Board of Education and Superintendent surveys)	Board of Education	Independent Contractor
Jeffrey Lee	General Service Provider	Conduct Analysis of the Board of Education and Superintendent Surveys	06/28/16	Not to Exceed \$3,000.00 (this cost is included in the previously approved amount for the services of Dr. White to conduct the Board of Education and Superintendent surveys)	Board of Education	Independent Contractor
Game Truck Inland Empire	General Service Provider	End of Summer Activity	08/05/16	Not to Exceed \$312.50	OST	Independent Contractor

Consent Item D.2.7. Approval/Ratification of Expenditure Transactions
Prepared by Dr. Cathy Pierce Charged to District Issued Purchasing Cards (P-Cards)
August 2, 2016

BACKGROUND:

The District has issued Purchasing Cards (P-Cards) to certain management, supervisory, or confidential employees to expedite and streamline purchases of goods and services. P-Card transactions are tracked and monitored to ensure they are properly accounted for and supported by documentation. P-Card transactions are limited to a specified amount each month and approval of the Superintendent is required to exceed these limits.

RECOMMENDATION:

It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the period June 1, 2016 through June 30, 2016.

This recommendation supports the following District goal:

Fiscal Accountability

- Financially support the vision, mission, and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility.

FISCAL IMPACT:

There were 191 transactions totaling \$26,023.41 charged to various funds.

STUDENT ACHIEVEMENT IMPACT:

This is a fiscal item. All fiscal resources impact student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.7.

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20160602	ABEL,CATHY	CHILD NUTRITION	SPROUTS FARMERS MARK	27.33	Almond Milk, Gluten Free
20160607	ABEL,CATHY	CHILD NUTRITION	WAL-MART #1917	21.31	Wall Files
20160623	ABEL,CATHY	CHILD NUTRITION	ASSOCIATED FLOW CNTRLS	223.25	Spray Nozzle Potwasher
				271.89	
20160601	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	MICHAELS STORES 8709	8.56	Items for PLT meeting
20160601	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	DOLLAR TREE	3.26	Items for PLT meeting
20160602	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	MICHAELS STORES 8709	4.34	Items for PLT meeting
20160603	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	ALBERTSONS #6710	12.71	Items for PLT meeting
20160608	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	ALBERTSONS #6710	8.99	Board meeting supplies
20160609	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	CSBA	495.00	Registration for Board President Ryan to attend CSBA Delegate Assembly & AEC Conference
20160609	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SPROUTS FARMERS MARK	4.99	Board meeting supplies
20160620	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	MICHAELS STORES 8709	5.43	Miscellaneous office supplies
20160621	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	ALBERTSONS #6710	25.98	Board meeting supplies
20160623	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SPROUTS FARMERS MARK	4.99	Board meeting supplies
20160623	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS STORE00018978	8.58	Board meeting supplies
20160626	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	MICHAELS STORES 3256	63.62	Miscellaneous office supplies
				646.45	
20160619	AVILA,EVONN	BUSINESS SERVICES	SCHOOL SERVICES OF CAL	215.00	Finance Workshop Registration- Tory Long
20160628	AVILA,EVONN	BUSINESS SERVICES	CA SECRETARY OF STATE	20.00	Tax filing for SSD School Facilities Corporation
				235.00	
20160602	BAKER,HOPE	OST PROGRAMS	ORIENTAL TRADING CO	121.42	Promotion Items
20160607	BAKER,HOPE	OST PROGRAMS	SMART AND FINA10809291	143.26	OST Program Staff Appreciation Dinner
20160619	BAKER,HOPE	OST PROGRAMS	TARGET 00014852	509.41	Other/Instructional - Summer supplies- Games, Toys, Art supplies
20160619	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	222.97	Other/Instructional Supplies- Summer Supplies, Art supplies, toys, games
				997.06	
20160601	BENEDETTO,ANGELO	CARLTON HILLS	VONS STORE00018978	9.67	Funds were used to purchase crackers, cookies, and water for ELAC meeting.
20160602	BENEDETTO,ANGELO	CARLTON HILLS	SMART AND FINA10809291	7.40	Funds were used to purchase two cases of water for student participants of Jr. Olympics.
20160606	BENEDETTO,ANGELO	CARLTON HILLS	SMART AND FINA10809291	14.55	Funds were used to purchase 3 bags of ice to cool off drinks for students participating in Jr. Olympics.
20160606	BENEDETTO,ANGELO	CARLTON HILLS	DISNEYLAND TICKETS	6,385.00	Funds used to purchase Disneyland tickets for resale back to students. Unused tickets will be mailed back to Disneyland for refund.
20160612	BENEDETTO,ANGELO	CARLTON HILLS	LITTLE CAESARS 1872-00	91.80	Money was used to purchase pizza for end of the year incentive for 7th graders.
20160614	BENEDETTO,ANGELO	CARLTON HILLS	WALMART.COM	10.88	Funds used to pay for student of the month photos for May.
20160615	BENEDETTO,ANGELO	CARLTON HILLS	TOLLS WEST - PARKIN	18.00	Funds were used to pay for parking for the drive-up chaperone to Disneyland. Parking fee of \$18.00.
20160620	BENEDETTO,ANGELO	CARLTON HILLS	WAL-MART #1917	15.18	Funds used to pay for student of the month photos in June.
20160621	BENEDETTO,ANGELO	CARLTON HILLS	SMART AND FINA10809291	33.60	This money was used to purchase water for promotion during high heat day.
20160627	BENEDETTO,ANGELO	CARLTON HILLS	GROUP TICKETING - D	(1,870.00)	This is a refund from Disneyland for 22 unused youth tickets at a rate of \$85.00 per ticket.
				4,716.08	
20160608	BLOCK,STACI	CARLTON OAKS	OFFICE DEPOT #908	215.54	Office Supplies
20160616	BLOCK,STACI	CARLTON OAKS	VONS STORE00018978	21.14	Staff Meeting
20160621	BLOCK,STACI	CARLTON OAKS	EINSTEIN BROS BAGELS33	23.96	Staff Welcome Meeting for the New Vice Principal
20160621	BLOCK,STACI	CARLTON OAKS	LOWES #01661*	44.80	8th Grade Promotion Supplies (Parking Signs)
20160621	BLOCK,STACI	CARLTON OAKS	WAL-MART #1917	49.56	8th Grade Promotion Supplies
20160622	BLOCK,STACI	CARLTON OAKS	STARBUCKS STORE 14489	29.90	Staff Welcome Meeting for New Vice Principal
20160624	BLOCK,STACI	CARLTON OAKS	GTM DISCOUNT GENERAL S	53.59	Supply Cart and Cleaning Supplies
20160624	BLOCK,STACI	CARLTON OAKS	TARGET 00009977	40.20	Book Organization
20160626	BLOCK,STACI	CARLTON OAKS	MICHAELS STORES 3256	66.85	Art Supply Materials
20160626	BLOCK,STACI	CARLTON OAKS	MICHAELS STORES 3256	89.50	Book Storage Materials
20160627	BLOCK,STACI	CARLTON OAKS	TARGET 00009977	104.16	Golf Tournament Supplies
				739.20	
20160603	BRASHER,PAMELA	OST PROGRAMS	DMI* DELL BUS ONLINE	407.28	Office Supplies-Dell Ink
20160606	BRASHER,PAMELA	OST PROGRAMS	OFFICE DEPOT #908	44.85	Summer Supplies-Pens, Highlighters
20160606	BRASHER,PAMELA	OST PROGRAMS	ESTRADA'S MEXICAN FOOD	451.20	OST Staff Appreciation Dinner
20160607	BRASHER,PAMELA	OST PROGRAMS	MICHAELS STORES 3256	123.12	OST Staff Appreciation Dinner
20160607	BRASHER,PAMELA	OST PROGRAMS	SD FAIR GROUP SALES	492.00	Admissions/Entrance Fees - SD Fair
20160609	BRASHER,PAMELA	OST PROGRAMS	SMARTNFINAL36010803609	59.65	Food Fundraiser Supplies-Smoothies
20160610	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #1917	28.47	Split - Project SAFE Other/Craft Supplies- (33.33%)
20160610	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #1917	28.47	Split - Project SAFE Food FR Supplies (33.33%)
20160610	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #1917	28.47	Split - YALE-Office Supplies-First Aid Kit Supplies (33.34%)
20160610	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #1917	387.47	OST Summer Supplies- First Aid Kit Supplies
20160610	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #1917	110.94	Phone Cases
20160612	BRASHER,PAMELA	OST PROGRAMS	SMARTNFINAL36010803609	(29.10)	Food Fundraiser Supplies-Smoothies Refund
20160612	BRASHER,PAMELA	OST PROGRAMS	OFFICE DEPOT #908	143.93	Summer Supplies-Pens, Binders, Pencils, Holders
20160612	BRASHER,PAMELA	OST PROGRAMS	PREMIER FOOD SAFETY	23.85	OST Food Handlers Certificates
20160620	BRASHER,PAMELA	OST PROGRAMS	OFFICE DEPOT #2304	38.79	Summer Office Supplies
20160620	BRASHER,PAMELA	OST PROGRAMS	THE HOME DEPOT 1053	148.21	Summer Supplies-Wall long Foam, Pro Pack 10 Grit 20 pack
				2,487.60	
20160605	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	SCHED ORG	125.00	Online scheduling program.
20160626	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	ELLISON EDUCATION COM	432.00	Block alphabet die cut set.
20160627	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON COM	30.24	Professional development book
				587.24	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20160602	HECK,TERRY	PRIDE ACADEMY	WAL-MART #1917	14.87	Honor Roll Luncheon Refreshments
20160603	HECK,TERRY	PRIDE ACADEMY	SUBWAY 00036814	164.00	Honor Roll Luncheon
20160607	HECK,TERRY	PRIDE ACADEMY	ORIENTAL TRADING CO	89.97	Jelly bracelets for annual Jog-a-thon
20160610	HECK,TERRY	PRIDE ACADEMY	DOMINO'S 7708	50.32	Drama Club Lunch
20160614	HECK,TERRY	PRIDE ACADEMY	DECKER EQUIPMENT	20.71	Gold Acorn Flag Pole Toppers (2)
20160616	HECK,TERRY	PRIDE ACADEMY	THE OMELETTE FACTORY	213.84	Annual Volunteer Breakfast
20160617	HECK,TERRY	PRIDE ACADEMY	GIANT PIZZA KING #10	168.68	Jr. High Field Day Pizzas
20160620	HECK,TERRY	PRIDE ACADEMY	VONS STORE00018978	12.57	Water for Jr. High Field Day
20160622	HECK,TERRY	PRIDE ACADEMY	WAL-MART #1917	48.47	Boombox for 8th grade promotion.
20160623	HECK,TERRY	PRIDE ACADEMY	THE HOME DEPOT 673	80.94	Flowers for 8th Grade Promotion
20160626	HECK,TERRY	PRIDE ACADEMY	THE HOME DEPOT 673	(80.94)	Returning flowers for 8th Grade Promotion
				782.43	
20160602	HICKS,TYLENE	CAJON PARK	99 CENTS ONLY STORES #	28.06	Student Incentives
20160612	HICKS,TYLENE	CAJON PARK	AMAZON MKTPLACE PMTS	32.37	Tools for Student Learning/Manipulatives
20160614	HICKS,TYLENE	CAJON PARK	SMART AND FINA10809291	12.50	Student Incentives
20160614	HICKS,TYLENE	CAJON PARK	SMART AND FINA10809291	287.26	Parent Involvement/Volunteer Tea
20160614	HICKS,TYLENE	CAJON PARK	ALBERTSONS #6738	70.77	Parent Involvement/Volunteer Tea
20160615	HICKS,TYLENE	CAJON PARK	THE HOME DEPOT 673	75.47	Parent Involvement/Volunteer Tea
20160615	HICKS,TYLENE	CAJON PARK	DOLLAR TREE	15.12	Parent Involvement/Volunteer Tea
20160619	HICKS,TYLENE	CAJON PARK	US FIRST	450.00	Lego League Memberships for Two School Teams
				971.55	
20160602	HOHIMER,KAREN	HILL CREEK	DOLLAR TREE	12.96	Prizes for honor roll activities
20160615	HOHIMER,KAREN	HILL CREEK	SEAWORLD	684.00	Aquatica Trip 7th Grade
20160615	HOHIMER,KAREN	HILL CREEK	SEAWORLD	2,240.00	Aquatica Trip 7th Grade
20160619	HOHIMER,KAREN	HILL CREEK	AMAZON COM AMZN COM/BI	10.48	Promotion supplies
20160619	HOHIMER,KAREN	HILL CREEK	AMAZON COM AMZN COM/BI	82.20	Promotion supplies
20160624	HOHIMER,KAREN	HILL CREEK	AMAZON MKTPLACE PMTS	46.90	Office Supplies
				3,076.54	
20160619	HOOKS,TED A	PEPPER DRIVE	BARNES & NOBLE #2733	161.71	Student incentives (donations)
20160620	HOOKS,TED A	PEPPER DRIVE	THE HOME DEPOT #1848	166.79	Packing materials for construction moves (Maintenance Budget)
				328.50	
20160622	JOHNSTON,ANDREW	CHET F. HARRITT	AWARDS BY NAVAJO	17.31	Trophy for 8th grade promotion.
				17.31	
20160603	LINDSAY,JERELYN	CARLTON HILLS	SEAWORLD PARKS & ENT	136.99	Tickets to Aquatica for student attendance drawing
20160607	LINDSAY,JERELYN	CARLTON HILLS	SMART AND FINA10609345	78.95	Food and flowers for Volunteer Reception
20160607	LINDSAY,JERELYN	CARLTON HILLS	PARTY CITY	62.62	Items for Volunteer Reception
20160608	LINDSAY,JERELYN	CARLTON HILLS	BAKLAVA KING LLC	66.00	Food for Volunteer Reception
20160610	LINDSAY,JERELYN	CARLTON HILLS	PIZZA HUT 027226	277.88	Food for volunteers for Charger Play60 camp
				622.44	
20160601	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON.COM AMZN COM/BI	43.15	Speaker Set
20160601	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	SERVERMONKEY COM	40.98	Server repair part
20160601	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	30.33	2 x 25' VGA Cable (36.42%)
20160601	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	30.33	2 x 25' VGA Cable (36.42%)
20160601	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	15.16	1 x 25' VGA Cable (18.21%)
20160601	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	7.45	Batteries (8.95%)
20160602	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	CRUCIAL.COM	58.31	Memory Upgrade for SC
20160612	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	20.51	Replacement Laptop Charger - PD
20160612	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	22.54	Signage Adapter
20160612	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	39.99	iPad Case
20160613	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON COM AMZN COM/BI	194.35	Security Camera - CFH
20160616	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	CRUCIAL.COM	58.30	Memory for Dell Optiplex 330
20160617	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	72.37	Docking station for Business Services
20160617	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	OFFICE DEPOT #908	66.27	Writeable CD pouches and supplies
20160617	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	69.97	Door bell system for Technology
20160617	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	THE HOME DEPOT 673	56.57	Tape for device collection
20160617	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	THE HOME DEPOT 673	11.85	Door Peep Hole
20160619	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	OFFICE DEPOT #908	102.58	Recordable DVDs
20160619	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WAL-MART #1917	19.05	Writeable CD pouches
20160620	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	SIMPLISAFE.COM	24.99	Security System
20160620	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	247.80	Digital Signage modules
20160623	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	15.16	VGA Cable
				1,248.01	
20160606	MARTIN,SUZANNE	CHET F. HARRITT	THE HOME DEPOT 673	86.13	Storage bins for science supply room. Donations budget.
20160609	MARTIN,SUZANNE	CHET F. HARRITT	DELL AWARDS	91.80	Volunteer badges, 10 nametags. Donations budget.
20160616	MARTIN,SUZANNE	CHET F. HARRITT	THE HOME DEPOT 673	32.34	Maintenance supplies- bolt cutters, box cutters. Donations budget.
20160620	MARTIN,SUZANNE	CHET F. HARRITT	AWARDS BY NAVAJO	215.31	8th grade promotion awards and plaques. Donations budget.
				425.58	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20160616	MCGINTY,MIRIAM	SPECIAL EDUCATION	RVRSIDE EDU *TESTING	19.63	Testing Protocols (10%)
20160616	MCGINTY,MIRIAM	SPECIAL EDUCATION	RVRSIDE EDU *TESTING	88.34	Testing Protocols (45%)
20160616	MCGINTY,MIRIAM	SPECIAL EDUCATION	RVRSIDE EDU *TESTING	88.35	Testing Protocols (45%)
20160617	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMAZON.COM AMZN.COM/BI	84.54	Safety vest for student in ED class
				280.86	
20160602	MYERS,CHARLES	TRANSPORTATION	BUDGET0527500080208	142.38	Rental truck for 6th grade camp, sites 004 & 003
20160606	MYERS,CHARLES	TRANSPORTATION	BUDGET0527500080210	136.71	Rental truck for 6th grade camp luggage to be split between site 004 & 003
20160607	MYERS,CHARLES	TRANSPORTATION	SNAP ON TOOLS M MOLAND	15.07	Shop tool
20160609	MYERS,CHARLES	TRANSPORTATION	SQ *I AM LOCKSMITH INC	500.00	Spare keys for new vans
20160614	MYERS,CHARLES	TRANSPORTATION	OFFICE DEPOT #908	84.51	Office supplies
20160617	MYERS,CHARLES	TRANSPORTATION	SMART AND FINA10809291	75.15	End of year safety and awards meeting supplies
				953.82	
20160602	OLANDER,MICHAEL	CAJON PARK	AMAZON MKTPLACE PMTS	74.94	Laptop desks
20160602	OLANDER,MICHAEL	CAJON PARK	AMAZON.COM	17.44	Bean bag filling
20160602	OLANDER,MICHAEL	CAJON PARK	AMAZON.COM AMZN.COM/BI	17.44	Bean bag filling
20160608	OLANDER,MICHAEL	CAJON PARK	THINK SOCIAL PUBLISHIN	73.86	Social thinking curriculum
20160626	OLANDER,MICHAEL	CAJON PARK	SYCAMORE LANDFILL	63.37	Fee for discarding waste from classrooms
20160627	OLANDER,MICHAEL	CAJON PARK	THE HOME DEPOT 673	10.77	Safety Key tool for custodian to fix paper towel dispensers
				257.82	
20160612	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON MKTPLACE PMTS	71.96	4 iPad cases for new CRT iPad Air2 devices
20160615	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	BEST BUY MHT 00011452	75.58	High-capacity flash drive for moving video
				147.54	
20160601	RIFFEL,MEREDITH	PUPIL SERVICES	TARGET 00014852	15.65	Wipes for SDC PreK-SC
20160603	RIFFEL,MEREDITH	PUPIL SERVICES	SEAWORLD PARKS & ENT	180.99	Field trip-Carrie Thompson-Club Live
20160603	RIFFEL,MEREDITH	PUPIL SERVICES	VONS STORE00018978	108.00	Bus passes for homeless
20160605	RIFFEL,MEREDITH	PUPIL SERVICES	SANTEE SCHOOL DISTRICT	85.85	OST payment for homeless student
				390.49	
20160601	ROSA,JIM	RIO SECO	B&H PHOTO, 800-606-69	374.10	Wireless microphone, stand and clip.
20160603	ROSA,JIM	RIO SECO	B&H PHOTO, 800-606-69	5.99	Wireless microphone, stand, and clip.
				380.09	
20160605	SCHOLDER,TAMMY	PEPPER DRIVE	AMAZON MKTPLACE PMTS	61.47	Superhero masks/capes for the jog-a-thon
20160606	SCHOLDER,TAMMY	PEPPER DRIVE	AMAZON MKTPLACE PMTS	380.00	Superhero masks/capes for jog-a-thon
20160610	SCHOLDER,TAMMY	PEPPER DRIVE	MOUNTAIN HOME BIOLOGIC	263.50	Owl pellets for 3rd grade dissection.
20160616	SCHOLDER,TAMMY	PEPPER DRIVE	KNOTT'S BERRY FARM	18.00	Admin car parked at Knott's for 8th grade promotion activity.
20160616	SCHOLDER,TAMMY	PEPPER DRIVE	KNOTT'S BERRY FARM	23.00	Charter bus parking at Knott's for 8th grade promotion activity.
20160616	SCHOLDER,TAMMY	PEPPER DRIVE	KNOTT'S BERRY FARM	23.00	Charter bus parking at Knott's for 8th grade promotion activity.
20160619	SCHOLDER,TAMMY	PEPPER DRIVE	FOOD4LESS #0394	58.87	Ice cream party for top fundraisers for jog-a-thon.
20160622	SCHOLDER,TAMMY	PEPPER DRIVE	AWARDS BY NAVAJO	135.91	Awards for 8th grade promotion.
20160624	SCHOLDER,TAMMY	PEPPER DRIVE	AMAZON MKTPLACE PMTS	(87.71)	Return of capes and masks for Jog-A-Thon.
				876.04	
20160602	SCHWELLER,JOHN	PUPIL SERVICES	NORTHERN SPEECH SERVIC	358.00	Seminar -Children Who Struggles to Speak -Larkin/Bartfeld
20160612	SCHWELLER,JOHN	PUPIL SERVICES	TARGET 00014852	15.65	Wipes for SDC class-S Luedeman
				373.65	
20160610	SHEEN,KRISTINA D	OST PROGRAMS	DOLLAR TREE	86.62	Summer Supplies-Toys, Games
20160610	SHEEN,KRISTINA D	OST PROGRAMS	DOLLAR TREE	116.64	Summer Supplies, Games, Toys, Arts, Crafts
20160619	SHEEN,KRISTINA D	OST PROGRAMS	WAL-MART #3494	431.41	Other/Instructional-Summer Supplies-Games, toys, Arts and Crafts
20160621	SHEEN,KRISTINA D	OST PROGRAMS	DISCOUNT SCHOOL SUPPLY	377.92	Other/Instructional-Summer Supplies -Arts and Crafts, Toys, Games
20160622	SHEEN,KRISTINA D	OST PROGRAMS	ORIENTAL TRADING CO	211.20	Other/Instructional - Summer Supplies, Games, Toys
20160627	SHEEN,KRISTINA D	OST PROGRAMS	DOLLARTREE.COM	298.08	OTHER/INSTRUCTIONAL-SUMMER SUPPLIES, GAMES, TOYS, ART & CRAFTS
				1,521.87	
20160615	SIMPSON,DEBRA	RIO SECO	AMAZON.COM	32.35	Instructional materials for teachers.
20160616	SIMPSON,DEBRA	RIO SECO	ALIBRIS BOOKS	154.11	Instructional materials for teachers.
20160616	SIMPSON,DEBRA	RIO SECO	AMAZON MKTPLACE PMTS	5.87	Instructional materials for teachers.
20160616	SIMPSON,DEBRA	RIO SECO	AMAZON.COM	6.47	Instructional materials for teachers.
20160622	SIMPSON,DEBRA	RIO SECO	ALIBRIS BOOKS	(26.52)	Instructional materials for teachers.
20160622	SIMPSON,DEBRA	RIO SECO	ALIBRIS BOOKS	(25.52)	Instructional materials for teachers.
20160622	SIMPSON,DEBRA	RIO SECO	ALIBRIS BOOKS	(25.52)	Instructional materials for teachers.
				121.24	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20160602	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON.COM AMZN.COM/BI	60.76	Supplies for back office area
20160608	SOUTHCOTT,STEPHANIE	HILL CREEK	KLM BIOSCIENTIFIC	49.68	Frog dissection - 6th grade
20160609	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON.COM	43.26	Classroom supplies
20160609	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON MKTPLACE PMTS	4.32	Books for jr. library
20160609	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON MKTPLACE PMTS	5.50	SDC incentive
20160609	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON MKTPLACE PMTS	4.32	Books for jr. library
20160610	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON MKTPLACE PMTS	8.58	Books for Jr. Library
20160610	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON.COM AMZN.COM/BI	12.02	Books for Jr. Library
20160610	SOUTHCOTT,STEPHANIE	HILL CREEK	GROUPON INC	42.96	Classroom supplies
20160612	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON.COM	16.16	Classroom supplies
20160612	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON MKTPLACE PMTS	8.82	Books for Jr. Library
20160612	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON MKTPLACE PMTS	6.89	Books for Jr. Library
20160612	SOUTHCOTT,STEPHANIE	HILL CREEK	FREE FORM CLAY & SUPPL	383.90	Arts Attack Supplies
20160613	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON.COM AMZN.COM/BI	40.47	Books for Jr. Library
20160615	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON.COM AMZN.COM/BI	11.78	Books for Jr. Library
20160615	SOUTHCOTT,STEPHANIE	HILL CREEK	CROWN AWARDS INC	99.08	Promotion supplies
20160615	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON.COM AMZN.COM/BI	52.33	Books for Jr. Library
20160616	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON MKTPLACE PMTS	132.99	Walkie talkies for campus use
20160617	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON.COM AMZN.COM/BI	10.80	Books for office use
				994.62	
20160606	STARKEY,MARK	INFORMATION TECHNOLOGY	GIH*GLOBALINDUSTRIALEQ	788.43	21 clear Flipak containers for iPad pickup
20160612	STARKEY,MARK	INFORMATION TECHNOLOGY	VARIDESK	405.00	Standing desk for Robyn
20160615	STARKEY,MARK	INFORMATION TECHNOLOGY	OFFICE DEPOT #908	19.34	Office supplies - Tabs for iPad forms, whiteboard markers, pens and pencils
20160616	STARKEY,MARK	INFORMATION TECHNOLOGY	GIH*GLOBALINDUSTRIALEQ	359.72	Plastic bins for iPads
				1,572.49	
				26,023.41	

Consent Item D.2.8.
Prepared by Dr. Cathy Pierce
August 2, 2016

Approval of FortiNet Next Generation Firewall 3-Year
Support Bundle with Hardware Upgrade

BACKGROUND

In School Year 2013-14, the District procured and installed a pair (system redundancy) of FortiNet Next Generation Firewall Systems to:

- a. Provide a safe digital environment for student and staff
- b. Improve the capacity of the District network infrastructure
- c. Ensure network service availability for SBAC testing

The original equipment was purchased and installed through Sprint Communication, who was a partner vendor with FortiNet. Sprint Communication is no longer a partner vendor and FortiNet has recommended SEHI Computer Products, Inc. as the new preferred partner.

A new 3-year support bundle was recently negotiated with SEHI Computer Products, Inc. The cost of the 3-year support bundle is \$49,576.31 and includes:

Year 1	24x7 FortiCare and FortiGuard UTM (Unified Threat Management) support + FortiGate 1000D hardware upgrade	\$15,301.33
Year 2	24x7 FortiCare and FortiGuard UTM support	\$15,301.33
Year 3	24x7 FortiCare and FortiGuard UTM support	\$15,301.33
		\$45,903.99
	Sales Tax	\$3,672.32
	Total Support Cost	\$49,576.31

The FortiNet firewall is a critical component on the District network. It manages the network traffic, prevent malicious security threat intrusion, and provides a safe digital environment.

RECOMMENDATION:

It is recommended that the Board of Education approve the 3-year FortiNet Support Bundle with SEHI Computer Products, Inc.

This recommendation supports the following District goals:

Learning Environment

- Provide a safe, engaging environment that promotes creativity, innovation, and personalized learning.

Fiscal Accountability

- Financially support the vision, mission and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility.

FISCAL IMPACT:

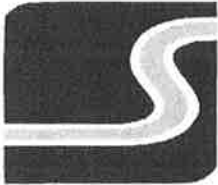
The fiscal impact is \$49,576.32 for a 3-year support agreement of FortiCare and FortiGuard UTM support with a hardware upgrade on the first year.

STUDENT ACHIEVEMENT IMPACT:

This is a fiscal item. All fiscal resources impact student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.8.



Sehi Computer Products, Inc.
 1275 Puerta Del Sol
 San Clemente, CA 92673
 1-800-346-6315

Quote	Q00080434
Date	5/26/2016
Page	1

Bill To:

Santee School District
 9880 Riverwalk Drive
 Accounts Payable
 Santee, CA 92071-5209

Ship To:

Santee School District
 9880 Riverwalk Drive
 District Warehouse
 Santee CA 92071-5209

Quote Number	Customer ID	Salesperson ID	Shipping Method	Payment Terms	Master No.
Q00080434	SANTEE	rebeccar	BEST	Net 30	232,919

Quantity	Item Number	Description	UOM	Unit Price	Ext. Price
2	FG-1000D-BDL-950-36	FORTIGATE-1000D + 3YR 24X7 FORTICARE & FORTIGUARD UTM BUNDLE	Each	\$22,952.00	\$45,904.00

Subtotal	\$45,904.00
Misc	\$0.00
Tax	\$3,672.32
Freight	\$0.00
Trade Discount	\$0.00
Total	\$49,576.32

Consent Item D.2.9.
Prepared by Dr. Cathy Pierce
August 2, 2016

Approval of Mitel VoIP Telecommunication System
Annual Maintenance Service Agreement with ProTel
Communication

BACKGROUND:

Santee School District installed a Mitel VoIP telecommunication system last year through BluePrint Technology. Since then, BluePrint Technology has closed and was acquired by ProTel Communication.

A service agreement was just recently negotiated with the new vendor, ProTel Communication. The cost of the Maintenance Service Agreement is \$20,308.00 annually.

The negotiated Annual Maintenance Service Agreement includes:

- a. No increase in cost from original contract with BluePrint Technology
- b. Guaranteed 2-hour response time during emergencies
- c. Remote programming changes/support during normal office hours
- d. Mitel software updates and bug fixes
- e. Full warranty coverage for all vendor-provided equipment
- f. Unlimited user training

RECOMMENDATION:

It is recommended that the Board of Education approve the Mitel VoIP Telecommunication System Annual Maintenance Service Agreement with ProTel Communication.

This recommendation supports the following District goals:

Learning Environment

- Provide a safe, engaging environment that promotes creativity, innovation, and personalized learning.

Fiscal Accountability

- Financially support the vision, mission and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility.

FISCAL IMPACT:

The fiscal impact is \$20,308.00 annually for the Maintenance Service Agreement.

STUDENT ACHIEVEMENT IMPACT:

This is a fiscal item. All fiscal resources impact student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.9.

MAINTENANCE AGREEMENT

Maintenance Agreement (Agreement) between PROTEL COMMUNICATIONS, INC. (Company) and

Customer: Santee School District
Address: 9625 Cuyamaca Santee, CA. 92071
Installation Address: ALL LOCATIONS

In consideration of the mutual agreements contained herein, the receipt and sufficiency of which are hereby acknowledged, the Company and Customer (the Parties) hereby agree as follows:

1. The Product. This Agreement pertains exclusively to the Equipment described in the Maintenance Agreement Attachment "A", hereto (the "Product"), installed at the Installation Address above. This agreement shall become effective upon acceptance by an authorized officer of the Company. Customer agrees to ensure that the Installation Address maintains a room temperature ranging between 30-80 degrees F, relative humidity not exceeding 80% non-condensing, and a three-foot minimum clearance in front of the equipment. If the Installation Address fails to meet these specifications or if the Product is moved from the Installation Address without the written consent of Company, subject to such terms and conditions as may be established by the Company, then the company shall have the right to terminate this Agreement without any refund to the customer.

2. Maintenance Fee. For the payment of the Maintenance Fee specified below, Company shall provide to Customer maintenance of the Product from 10/10/15 until 8/30/17 in accordance with the terms and conditions hereof. Customer shall tender to company in cash or check a Maintenance Fee in the amount of \$ 20,308.00. If Customer fails to make timely payment of the Maintenance Fee, or Company is unable to collect the funds tendered by the customer, then Company may terminate this Agreement, or in its sole discretion, suspend performance hereunder until full payment is received. Company may also suspend performance hereunder if Customer is in default of payment under any other agreement with the Company, until such payment default is cured. Both Parties agree that this Maintenance Agreement and corresponding Attachment A, as well as any future Attachment A's will serve as an "invoice" to the customer. Any past due amount will be charged 1.5% interest per month from the date of cutover or service.

3. Customer and Company Responsibilities. During normal business hours (8-5 / Monday-Friday) Company shall perform all maintenance service and repair and furnish all labor, materials and replacement parts necessary to keep the Product in satisfactory working condition, provided Customer has notified Company of such need for maintenance service promptly after discovery and within the above maintenance period. Company will maintain the product with only new or refurbished parts of equal or better quality. Company reserves the right to provide replacement parts (telephones, headsets, crt consoles, etc.) of any color, regardless of the color of the part being replaced, and/or of a similar part style if the part style being replaced is not readily available. Such repair or replacement shall be Customer's sole and exclusive remedy. All replaced parts will become the property of Company. Customer shall be responsible for the cost of repairs to the Product necessitated as a result of, and Company shall have no liability attributed to: product damaged or rendered unserviceable, obsolete, or nonfunctional by changes in area codes or prefixes, time changes for daylight savings time, negligence of non-Company personnel, misuse, abnormal wear and tear, button labeling which has worn off, vandalism, fire, lightning, black outs, brown outs, power outages, power surges, electrical disturbances, water or other peril, acts of God, failure of Customer to perform preventative maintenance as recommended by the manufacturer, any products, services or maintenance of other vendors, including the telephone company, any repairs, maintenance, modifications, additions, relocation or alteration of the Product performed by anyone other than Company representatives or Company subcontractors, or the telephone or data lines or circuits (T-1's, PRI's, ISDN's, loop start lines, ground start lines, 56K circuits) of any telephone company, long distance provider, local exchange carrier, or internet provider, including, but not limited to Pac Bell, GTE, AT&T, MCI, WorldCom, Nextlink, ICG, PaeTec, Allegiance, Time Warner, Sprint, or MFS. Company shall be responsible for maintenance of the Product only on the subscriber side of the interface equipment connecting the Product to the Telephone Utility System. Company may subcontract any of the work to be performed by it under this Agreement. Unless specifically stated otherwise on the Maintenance Agreement Attachment "A", station cabling of any kind and any type of feeder cables from the Utility Company Point of Entry to within three feet of the exact location where the Product is located at the Installation Address, are not covered under this Agreement. Customer shall be solely responsible for obtaining any and all licenses, permits and other authorizations that may be necessary in connection with installation or use of the Product, and any services to be provided by or arrangements with, charges assessed by and interconnections with the local or long distance telephone company or any other utility, including monthly services fees, installation fees, per minute fees, per call fees, or T-1 fees of any kind. Except to the extent any loss or damage to the Product is caused by defects in material or workmanship, Customer assumes the entire risk of loss or damage to the Product while it is on Customer's premises or under its control whether or not covered by insurance, and no loss shall relieve Customer of its obligations under this Agreement. Customer agrees that any rights it may have pursuant to this Maintenance Agreement are independent of its obligation to pay the Maintenance Fee due the Company. The statements contained in this section are in lieu of all other warranties, express or implied, including warranties of merchantability or fitness for any particular purpose. Liability of Company hereunder is expressly limited to the repair or replacement described above, and in no event shall company be liable for any special, incidental or consequential damages, such as lost sales, lost profits or injury to property, or any other damages whether arising in contract or tort or otherwise. In no event shall any recovery against Company be greater in amount than the Maintenance Fee. No express or implied warranty is made against intrusions into the Product (including the Telephone System, Outbound Calling Capabilities, or Voice Processing Systems) by fraudulent callers, computer hackers, or against any toll fraud. This limitation of liability shall apply notwithstanding any failure of essential purpose of any limited remedy. Company's obligations under this warranty are limited to Customer unless Company has provided its written consent to the transfer of the Product to another end-user.

4. Confidentiality. The provisions of this section 4 shall survive the termination of this Agreement. Customer hereby acknowledges that the Company's Maintenance Agreement Fees are proprietary information and are not to be reproduced in any manner or disclosed for any reason to any third party outside of the officers, directors or employees of Customer.

CUSTOMER AUTHORIZED INITIALS _____ DATE _____

MAINTENANCE AGREEMENT

5. Uncontrollable Circumstances. Company shall be excused from performance under this agreement to the extent that it is prevented or delayed by any acts of God, labor disputes, accidents, governmental laws, regulations, civil disorders, transportation delays, or other force majeure beyond the reasonable control of Company.

6. Severability. The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of the other provisions, and this Agreement shall be construed in all respects as if such invalid or unenforceable provisions were omitted. Company and Customer agree to substitute for any invalid or unenforceable provision a valid and enforceable provision that most closely approximates the economic effect and intent of the invalid and unenforceable provision. If for any reason the Company suspends its performance of service under the terms laid out in this agreement and later resumes performance of service, such suspension of service does not extend the agreement past the above ending date by the number of days that service was suspended.

7. Coverage Limits and Hours. Basic parts and labor are covered during normal business hours, excluding the following holidays: New Years Day, Martin Luther King Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, The Day After Thanksgiving Day, Christmas Eve Day, Christmas Day, or the day on which those holidays are observed by Protel if they happen to fall on a weekend.

8. Hazardous Substances. Customer shall be responsible for providing an Installation Address that shall not contain any hazardous substances, including but not limited to hazardous or toxic wastes or chemicals, radiation, microwaves, asbestos, and petroleum or hydrocarbon products or derivatives. Customer will indemnify the Company against any claim, liability or damage arising from the presence of hazardous substances at the Installation Address. Company shall be permitted to suspend performance (at Company's sole discretion) without penalty if the Company feels that its performance could have an adverse impact on its employees' or subcontractors' health or safety, or would constitute a violation of any applicable law or regulation.

9. Lawfulness. Company makes no warranties as to the lawfulness of using any feature of the product, including but not limited to monitoring, recording, videoing or forwarding any conversation, image or communication. Customer agrees to use the product in compliance with all federal, state and local laws, and to indemnify the Company against all claims or liability under any privacy, electronic surveillance and similar laws arising from the use, possession, installation, and sale of the product.

10. Renewal. The Parties agree that it is their desire to have this Agreement and any subsequent Renewals of this Agreement automatically Renew for the same period of time as described in paragraph two, or for a period of 12 months, whichever is longer. Customer agrees to pay a Maintenance Fee for the Renewal equal to the Maintenance Fee in paragraph two or the appropriate pro-rata amount for the renewal period, plus an additional charge for any equipment that has been added during the coverage period. Additionally, the Parties agree that the Company shall have the right to raise the rates used to calculate the Maintenance Renewal Fee by up to fifteen percent per year. Company shall invoice the Customer for the Renewal Maintenance Fee, and Customer agrees to pay the Renewal Maintenance Fee not less than thirty days prior to the effective Renewal date. Either party may notify the other that they do not wish to renew the Agreement, but must do so in writing via US Mail at least ninety days prior to the expiration of this Agreement or any subsequent Renewals of this Agreement. Failure to do so will constitute a binding automatic Renewal of the Agreement as described above.

11. Time and Materials. Any service performed by the Company when this Maintenance Agreement is not in effect, any service performed outside the hours or limits of the coverage of this Agreement, or any service provided on anything not specifically listed on the Maintenance Agreement Attachment "A" will be billed in accordance with Company's prevailing time and materials rates, with payment due and payable to Company's personnel upon completion of the service performed, whether the service was requested orally or in writing.

12. Cancellation. The performance of any work on the Product by any non-Company personnel or the relocation of the system outside of Southern California (Counties of San Diego, Orange, Los Angeles or Riverside) will void this Agreement without benefit of refund to the Customer.

13. Passwords and Privacy. Customer agrees that Passwords to the equipment and software related to this Agreement shall remain the intellectual property of the Company and will not be provided to the Customer. If an officer of the Customer requests password access in writing to Company, Company will issue a limited access password to the Customer at a level deemed appropriate by the Company. Company reserves the right to revoke or change the password at Company's sole discretion if Company believes the password has been compromised to anyone outside of the Customer or believes that problems have been created by Customer having the password. Company will not issue passwords and/or may change the passwords if Customer's account is past due. All Telephone Calls, E-Mails, Letters, US Mail, FedEx Envelopes (or similar carrier services) to or from the Company are not private and should not be used to convey personal information. The Company would also like to notify the Customer that 100% of all calls to or from the Company may be silent monitored and recorded. All Company facilities are subject to Video Surveillance and most Company vehicles are tracked via GPS. Customer agrees to inform its current and future employees and representatives of these notifications.

14. Entire Agreement. This Agreement, including Attachment A, constitutes the entire agreement between Company and Customer and may not be amended or cancelled except by mutual written agreement. Customer has read all provisions and received a copy of this Agreement. Customer further states that all components of the Product are in good working order and understands that anything not in good working order at this time, will not be covered by this agreement, until the Customer pays the prevailing time and materials to place the Product in good working order.

CUSTOMER AUTHORIZED SIGNATURE

PROTEL AUTHORIZED SIGNATURE

NAME AND TITLE

NAME AND TITLE

DATE

DATE

Consent Item D.3.1.

Approval for Amended Service Agreement with University of San Diego:

- Developing Teacher Leadership for Integrating Technology into Learning

Prepared by Dr. Stephanie Pierce
August 2, 2016

BACKGROUND:

The Board approved the Service Agreement with The University of San Diego on July 1, 2014. The Digital Learning Initiative proposed the Santee School District collaborate with the Mobile Technology Learning Center (MTLC) at the University of San Diego professional learning program to enhance the abilities of Santee School District teachers to effectively integrate new technologies and pedagogies within the 21st century learning environment.

This year, the MTLC will engage the District’s leadership team in the implementation of the mobile technology learning approach, assist the District in implementing the plan for the effective use of mobile technology in schools, and build continued and ongoing capacity within the District.

Katie Martin, Ph.D., will provide support to leadership in developing a culture of learning and empower teachers to create meaningful student-centered learning experiences. Dr. Martin will also support the Curriculum Resource Teachers in developing coaching strategies to empower teachers to integrate technology and create meaningful student-centered learning experiences. The Amended Service Agreement which includes the Scope of Work is attached for review.

RECOMMENDATION:

Administration recommends approval of the Amended Service Agreement with the University of San Diego to support the Digital Learning Initiative for the 2016-17 school year.

This recommendation supports the following District goals:

- Assure the highest level of educational achievement for all students.
- Provide a safe, engaging environment that promotes creativity, innovation and personalized learning.
- Implement a staff development plan as the cornerstone of employee performance and growth.

FISCAL IMPACT:

Funding for these systems will come from Local Control Funding Formula (LCFF). The cost of this program is \$8,600.

STUDENT ACHIEVEMENT IMPACT:

This collaboration will prepare teachers to structure learning in a 1:1 digital learning environment. The Digital Learning program will support students in a purposeful academic environment with challenging curriculum that is student-centered and focused on inquiry-based learning.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.1.



Santee School District Partnership Innovative Learning and Teaching

Scope of Work Discussion Document

June 14, 2016

The University of San Diego's Mobile Technology Learning Center (MTLC) partners with districts to co-develop systems to empower educators to cultivate a culture of powerful learning, teaching and leading. MTLC proposes to continue the partnership with Santee Unified School District (SUSD) over the 2016-2017 school year.

During the 2014-2016 academic years, MTLC supported SUSD principals, vice principals, teacher leaders and teachers on special assignment to build capacity and provide structures for effective professional development across the district; including the implementation of effective technology integration in 1:1 iPad learning environments.

This document presents the purpose and scope of the MTLC and SUSD partnership and budget.

PURPOSE OF THE PARTNERSHIP

Through the 2016-2017 academic years, MTLC will continue to engage SSD's leadership team in the design and implementation of professional development across the district. MTLC Leadership and Professional Learning Specialists will empower SUSD site leaders, curriculum resource teachers and teacher leaders through the provision of support to maximize teacher understanding of how to integrate devices into learning and teaching. Outcomes will include the ability for teachers and site leaders to:

- Support leadership to develop a culture of learning and empower teachers to create meaningful student-centered learning experiences.
- Support Curriculum Resource Teachers (CRTs) to developing coaching strategies and practices to empower teachers to integrate technology and create powerful learning experiences for students.

Scope of Work

1. Convene a leadership team for one full day including the superintendent, assistant superintendent, key IT department team members, principals, vice principals, curriculum resource teachers and key teacher leaders. At these meetings, MTLC will assist the leadership team to:
 - a. Align district vision and priorities for site based professional learning.
 - b. Design a Professional Learning Plan for each site for the 2016-2017 school year fostering a rich culture of adult learning.

2. Support CRTs for four days to deepen coaching expertise and share best practices to support powerful teaching and learning:
 - a. Develop effective systems to support adult learning at sites.
 - b. Consult and provide input to develop active learning cycles at each site, emphasizing the sharing of best practices.
 - c. Facilitate development of professional learning with the CRTs to be differentiated at the school level.
 - d. Cultivate coaching and leadership skills in CRTs.

Proposed Overall Timeline

August 2016—May 2017

Note: Timelines may shift depending upon date of service agreement approval as well as scheduling availabilities of district and community stakeholders.

PROPOSED BUDGET

\$8,500

KEY STAFF MEMBERS

Kathryn Martin, PhD

Director of Leadership and Professional Learning

Katie Martin, PhD, is the Director of Professional Learning for MTLC. She teaches graduate-level courses in the School of Leadership and Education Sciences and works with teachers and administrators in diverse K-12 schools. Through partnerships with local and national school districts, she has helped develop systems that facilitate personalized professional learning for educators. Martin works with leaders to create a culture of learning and innovation to ensure all students are equipped with knowledge and skills to be successful today and in their future.

Prior to joining MTLC, Martin spent 10 years in Hawai'i on the Leeward Coast of O'ahu teaching middle school English language arts and serving as an instructional coach. She was a new teacher mentor and coordinator of district programs to support and retain effective teachers. Martin continues to refine approaches to personalized professional learning based on research and practice to create optimal learning environments for all.

Kim Cawkwell, MEd

Leadership and Professional Learning Specialist

Kimberly Cawkwell is a Leadership and Professional Learning Specialist for MTLC. Cawkwell received her Bachelor's degree in Liberal Arts specializing in sociology and education from the University of California, Riverside and Master's in Education and Multiple Subject Credential with an Elementary Mathematics Emphasis from the University of California, San Diego.

Prior to joining MTLC, Cawkwell spent over five years as a teacher and mentor to new teachers. In addition to working with Title 1 schools in National City, Calif., Cawkwell was a founding teacher of two San Diego elementary charter schools: High Tech Elementary Chula Vista (2011) and High Tech Elementary North County (2013). Kimberly has collaborated and led several professional development sessions globally with educators.

Cawkwell continues to be passionate in her pursuit for understanding and sharing best practices for children. Through MTLC partnerships, she looks forward to cultivating deeper learning opportunities in education that provide children equitable, collaborative and rigorous learning environments and also foster children to become advocates for their own learning.

CENTER OVERVIEW

The Mobile Technology Learning Center (MTLC), established in 2011 by a gift from Dr. Irwin and Joan Jacobs, is a university-based center that fuels innovation in K-12 education. Under the auspices of the School of Leadership and Education Sciences (SOLES) at the University of San Diego, MTLC collaborates with school districts to effectively integrate technology into today's digital learning environments. Our team of experts uses a comprehensive approach to identify best practices, build capacity, and improve student outcomes through research and evaluation, leadership development, professional learning, systems-building, and strategic direction. MTLC works in affiliation with the USD Center for Education Policy and Law (CEPAL) and STEM Next, CEPAL's nationwide STEM learning initiative.

CENTER CONTACT INFORMATION

Dr. Kathryn Martin
martin@sandiego.edu
619-260-6609

Prepared by Dr. Stephanie Pierce
August 2, 2016

BACKGROUND:

Santee School District offers a State Preschool Program housed at PRIDE Academy at Prospect Avenue School. Seventy-four children, ages three – five years old, are annually enrolled in the State Preschool and eight employees serve these children.

Ongoing professional learning for the eight employees in the State Preschool program is essential and is usually provided through State Preschool funding. This year, our State Preschool program has an opportunity to be involved in the Quality Preschool Initiative (QPI) grant with professional learning and program growth funding supported by First 5 and grant administration supported by the San Diego County Office of Education.

QPI grant funding supports ongoing professional learning opportunities, aligned to curriculum, instruction, and assessment expectations for preschool-aged children, for State Preschool teachers, instructional assistants, and program administrators. In addition to professional learning, stipends are provided to State Preschool teachers and instructional assistants as program growth is determined by a County Office of Education evaluation team. Teachers may earn between \$700 - \$3300, depending on their education level and rating improvements between two rating periods. Instructional assistants may earn between \$300 - \$2200 based on the same criteria as the classroom teachers.

Upon Board approval, the County Office of Education will provide District staff with a lead QPI consultant to schedule program reviews, professional learning, and data collection processes.

RECOMMENDATION:

Administration recommends that the Board of Education approve the Quality Preschool Initiative Grant with the San Diego County Superintendent of Schools for the 2016-17 school year.

This recommendation supports the following District goals:

- Assure the highest level of educational achievement for all students.
- Provide a safe, engaging environment that promotes creativity, innovation, and personalized learning.
- Financially support the vision, mission, and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility.

- Provide social, emotional and health service programs, integrated with community resources, to foster student character and personal well-being.

FISCAL IMPACT:

QPI grant funding will provide free, County professional learning and networking opportunities for the State Preschool staff. In addition, staff may earn stipends, dependent on staff education level and program evaluation criteria, totaling \$3,200 - \$23,000. Estimated grant funding for Santee School District, \$19,500, will supplement the annual State Preschool budget of \$232,584. If necessary, additional insurance coverage required by the County Office of Education, estimated at \$14,000, will be covered by the grant funding.

STUDENT ACHIEVEMENT IMPACT:

Annual program evaluation and ongoing professional learning for all State Preschool staff increases the program's potential to improve student development for three through five-year old children in the State Preschool Program.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.2.

Consent Item D.3.3.

Approval of Nonpublic Agency Master Contract with Advantage On Call, LLC for Speech Therapy

Prepared by Dr. Stephanie Pierce
August 2, 2016

BACKGROUND:

As part of a student’s Individual Education Program (IEP), speech therapy is necessary for some students with disabilities to demonstrate educational progress. Currently, there are Santee School District postings for Language, Speech and Hearing Specialists; however, in the interim we must provide speech therapy. Until permanent employees are hired, Advantage On Call, LLC is able to provide the services needed. We contracted with this agency for speech therapy services in the 2015-16 school year.

RECOMMENDATION:

Administration recommends the Board of Education approve the Nonpublic Agency Master Contract with Advantage On Call, LLC for 1.0 FTE speech therapist for the term of July 1, 2016 through June 30, 2017. The Nonpublic Agency Master Contract will be available at the Board meeting for review.

This recommendation supports the following District goal:

- Assure the highest level of educational achievement for all students.

FISCAL IMPACT:

FTE	Hourly Rate	Hours Per Day	Days Per Year	Total
1.0	\$70	7.0	185	\$90,650

STUDENT ACHIEVEMENT:

Speech therapy is necessary for some students with disabilities to demonstrate educational progress.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.3.

BACKGROUND:

The following personnel appointments, changes of status, leave requests, resignations, dismissals and consultant requests are submitted for Board consideration. Italicized information indicates a change.

Certificated Staff

A. New Appointments:

Employee	Location	Class/Step	Previous Annual Salary	New Annual Salary	Effective Date
1. Alex, Heather	Hill Creek	V-01	\$0.00	\$52,945.00	08-15-16
2. Bodensadt, Lisa (replacing Sarah Hackett)	Carlton Oaks	III-01	\$0.00	\$50,504.00	08-15-16
3. Chiang, Tony (replacing Jeanie Low)	Carlton Oaks	III-01	\$0.00	\$50,504.00	08-15-16
4. Clixby, Chelsey	Cajon Park	III-03	\$0.00	\$50,504.00	08-15-16
5. Downing, Brienne (replacing Renee Steel)	Special Education	VI-09	\$0.00	\$76,897.00	08-15-16
6. Luckinbill, Lorna	Carlton Oaks	V-04	\$0.00	\$59,879.00	08-15-16
7. Pearson, Robert (replacing Kim Barvinchak)	Pepper Drive	VI-09	\$0.00	\$76,897.00	08-15-16
8. Regan, Heather (replacing Jennifer Dye)	Hill Creek	VI-09	\$0.00	\$76,897.00	08-15-16
9. Rowan, Michael (replacing Beth Johnston)	Chet F. Harritt	IV-09	\$0.00	\$66,392.00	08-15-16
10. Sadikeen, Fathima (replacing Jeff Lamb)	Chet F. Harritt	III-06	\$0.00	\$56,097.00	08-15-16
11. Simko, JoHanna	Cajon Park	Vice Principal MGT – 01	\$0.00	\$92,301.00	08-03-16

B. Temporary Rehires:

Employee	Location	Class/Step	Previous Annual Salary	New Annual Salary	Effective Date
1. Accardi, Robyn	Sycamore Canyon	V-01 to V-05	\$50,909.00	\$62,190.00	08-15-16
2. Chacon, Hannah	Chet F. Harritt	IV-01 to IV-02	\$48,562.00	\$51,685.00	08-15-16
3. Cline, Monica	PRIDE Academy	IV-01 to IV-02	\$48,562.00	\$51,685.00	08-15-16
4. Davis, Stephan	Carlton Hills	V-04	\$57,576.00	\$59,879.00	08-15-16
5. Dawson, Robin	Pepper Drive	III-02	\$48,562.00	\$50,504.00	08-15-16
6. Dye, Jennifer (replacing Annabel Dalusung)	Pepper Drive	IV-05 to IV-06	\$55,758.00	\$60,089.00	08-15-16
7. Fernandes-Perez, Tracie	Pupil Services	V-03 to V-04	\$23,027.20	\$57,576.00	08-15-16
8. Gervase, Audra	Special Education	VI-08	\$71,515.00	\$74,376.00	08-15-16
9. Hayward, Mary	Pepper Drive	V-08 to V-09	\$68,687.00	\$71,434.00	08-15-15
10. Hunt, Char	Rio Seco	V-02	\$53,131.00	\$55,257.00	08-15-16
11. Johansen, Michelle	Pepper Drive	IV-05 to IV-06	\$55,758.00	\$60,089.00	08-15-16
12. Lara, Sharon	Rio Seco	VI-04 to VI-05	\$61,818.00	\$66,812.00	08-15-16
13. May, Michelle	Carlton Hills	IV-01	\$48,562.00	\$50,504.00	08-15-16
14. McPhillips, Christina	Sycamore Canyon	VI-03 to VI-04	\$59,394.00	\$64,291.00	08-15-16
15. Quan, JoAnne	PRIDE Academy	Permit Teacher - 01 to Permit Teacher - 02	\$30,304.00	\$32,618.00	08-15-16
16. Schiering, Jolie (replacing Michael Parr)	Special Education	IV-07	\$59,798.00	\$62,190.00	08-15-16
17. Starkey, Susan	Rio Seco	III-05 to III-06	\$52,121.00	\$56,097.00	08-15-16
18. Williams, Lisa (replacing Robyn Bennett)	Carlton Hills	VI-07	\$69,091.00	\$71,854.00	08-15-16
19. Wolf, Heather	Hill Creek	III-02 to III-03	\$48,562.00	\$50,504.00	08-15-16

Certificated Staff - continued

B. Temporary Rehires:

20. Zobel, Rita (replacing Deborah Schock)	Chet F. Harritt	V-01	\$50,909.00	\$52,945.00	08-15-16
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C. Change of Status/Location:

Employee	Location	Class/Step	Previous Annual Salary	New Annual Salary	Effective Date
1. Block, Staci	Carlton Oaks to <i>Educational Resources Center</i>	MGT – 05 + Doctorate	\$133,990.00	\$133,990.00	07-29-16
2. Forster, Chasity	Pepper Drive to <i>Cajon Park / Chet F. Harritt</i>	IV-21 to V-21	\$86,060.00	\$89,503.00	08-15-16
3. Hicks, Tylene	Cajon Park to <i>Chet F. Harritt</i>	Vice Principal MGT – 05 to <i>Principal MGT – 03</i>	\$112,192.00	\$119,719.00	07-29-16
4. Hiller, Chris	Hill Creek to <i>Hill Creek / PRIDE Academy</i>	VI-21	\$96,226.00	\$96,226.00	08-15-16
5. Hohimer, Karen	Hill Creek to <i>Pepper Drive</i>	MGT – 03 MA + 30	\$102,762.00	\$102,762.00	07-01-16
6. Johnston, Andy	Chet F. Harritt to <i>Carlton Oaks</i>	MGT - 05	\$131,990.00	\$131,990.00	07-29-16
7. Lloyd, Julie	Rio Seco	VI-09	\$56,727.00	\$76,897.00 <i>(revised)</i>	08-15-16
8. Prouty, Dan	Educational Resources Center	Director, Instructional Technology MGT 2 / MA +45	\$120,546.00	\$121,109.00 <i>(revised)</i>	07-01-16
9. Rosa, Jim	Rio Seco to <i>Hill Creek</i>	MGT 5	\$112,192.00	\$112,192.00	07-01-16

D. Unpaid Leave Requests:

Employee	Location	Class/Step	Reason	Recommendation	Effective Date

E. Resignations:

Employee	Location	Class/Step	Reason	Effective Date

F. 39-Month Reemployment:

Employee	Location	Class/Step	Reason	Effective Date

G. Dismissals:

Employee	Location	Class/Step	Effective Date

Classified Staff

H. New Appointments:

Employee	Location	Position/Class/Hours	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Montanez, Adriana	Carlton Hills	Campus Aide CA A / 2.5 hrs	\$0.00	\$563.12	08-22-16
2. Rice, Michael	Transportation	Bus Driver I 25 A / 5.0 hrs	\$0.00	\$2,064.37	08-22-16
3. Wolf, Dana	Special Education	Occupational Therapist 35.5 C / 8.0 hrs	\$0.00	\$6,119.00	08-22-16

I. Rehires:

Employee	Location	Position/Class/Hours	Previous Monthly Salary	New Monthly Salary	Effective Date

J. Change of Status/Location:

Employee	Location	Position/Class/Hours	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Kathol, Hayley	Sycamore Canyon to <i>Carlton Hills</i>	Instructional Assistant, Special Ed II 21 A / 3.25 hrs	\$1,099.85	\$1,099.85	08-22-16

Classified Staff - continued

J. Change of Status/Location:

2. Kleinhenz, Alina	Carlton Oaks to Rio Seco	Instructional Assistant, Special Ed I 20 B / 5.0 hrs	\$1,691.87	\$1,691.87	08-22-16
3. Roden, Donna	Carlton Hills	Instructional Assistant, Special Ed II 21 E / 5.75 hrs to 21 E / 3.75 hrs	\$2,283.03	\$1,548.45	08-22-16

K. Unpaid Leave Requests:

Employee	Location	Position/Class/Hours	Reason	Recommendation	Effective Date

L. Resignations:

Employee	Location	Position	Reason	Effective Date
1. Moody, Julie	Sycamore Canyon	Early Childhood Group Leader I	Employment closer to home	07-15-16
2. Sanders, Lora	Pepper Drive	Student Support Assistant	Looking for part-time employment	07-26-16
3. Zetsch, Eleanor	Pepper Drive	Food Service Worker IA	Personal	07-27-16

M. 39-63 Month Reemployment:

Employee	Location	Position/Class/Hours	Effective Date

N. Dismissals:

Employee	Location	Position	Effective Date

RECOMMENDATION:

Administration recommends approval of listed personnel appointments, changes of status, leave requests, resignations, dismissals, and consultants. This recommendation supports the following District goal: Assure the highest quality of school district services, including, but not limited to, academic, social, emotional and health services by hiring and retaining employees with not only required technical skills in the areas of their responsibilities but also the ability to handle diverse challenges.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.1.

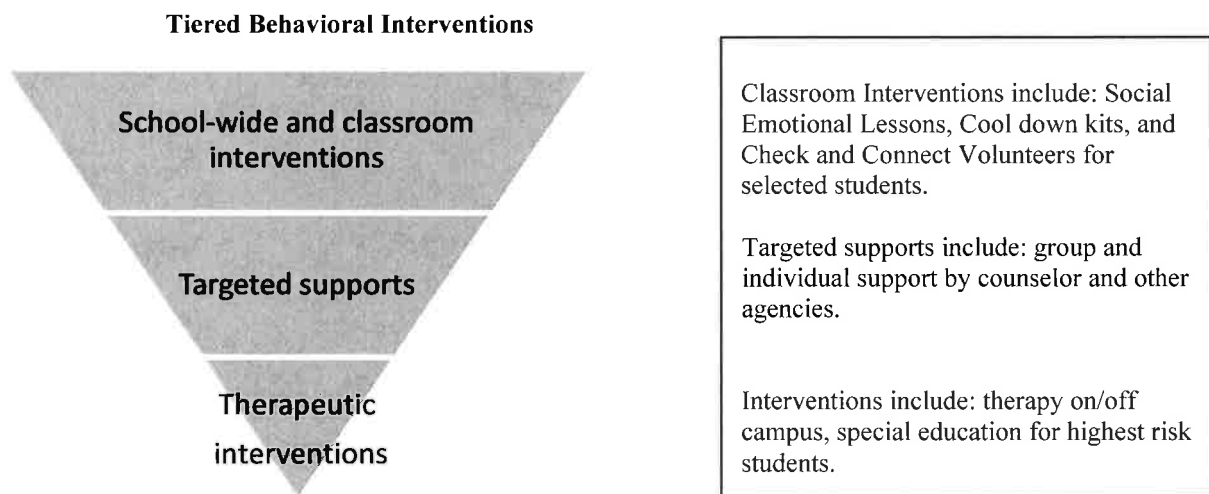
Consent Item D.4.2. Approval to Accept Additional Funding from United Way of San Diego County Impact Network Grant for Santee TLC Project at Cajon Park School

Prepared by Tim Larson
August 2, 2016

BACKGROUND:

Santee School District was awarded \$131,368.27 for a grant cycle of July 1, 2015 - December 31, 2016 for a collective impact grant at Cajon Park School to develop strategic ways to improve attendance and academics for kindergarten through third grade students using collective impact approach. This initiative is called Santee TLC which stands for Teaching, Listening and Connecting. Throughout the past year, more than 20 partners worked together to examine the data and research that would have the greatest impact on students at Cajon Park School. Together, these partners developed the following plan:

- Vision:** Cajon Park empowers life-long learners
- Population focus:** K-3 students and families - with attention towards cultural and linguistic responsiveness within Cajon Park
- Big goal:** Student readiness
- Big goal metrics:** Attendance and Academic Performance
- Areas of focus:**
1. Empowering School Climate & Culture
 2. Engaging Family, School & Community Partnerships
- Key strategy:** Engaging school staff, families and community partners to create a trauma informed school. We will complete this by providing training for all staff, parents and community; creating a behavioral health pathway modeled after RTI that addresses the trauma of students and provide supports for each tier of behavior.



Key components of Santee TLC are:

- Funding for the Collaborative Coordinator, teacher/counselor stipends, partner participation, training, parent incentives, and family night activities
- Matching funding for the school counselor to provide full-time coverage on campus
- iPads for ELAC and other parent meetings
- Culturally and linguistically responsive programs for parents and students in their primary language
- Evaluation of each component with completed assessment

RECOMMENDATION:

It is recommended that the Board of Education approve the United Way Collective Impact Network Grant increase funding of \$68,732 to fund the intervention portion of Santee TLC.

FISCAL IMPACT:

United Way of San Diego County has granted \$131,368 to Santee School District to support the impact network and pilot a program benefitting Cajon Park School and Woodglen Vista Apartment. The additional \$68,732 will cover intervention services and extend the grant cycle to June 30, 2017. Total grant for July 2015-June 2017 is \$200,100.

STUDENT ACHIEVEMENT:

By providing support programs, students will be better prepared to learn in the classroom.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.2.

Consent Item D.4.3.

Approval to Increase Work Hours for Identified
Classified Non-Management Positions

Prepared by Tim Larson
August 2, 2016

BACKGROUND:

Each year due to changes in student grade levels and IEPs, the Director of Special Education will review instructional requirements for students and classrooms to support the program for the coming school year. As a result, administration has determined that several Instructional Assistant, Special Education positions should be increased in work hours.

In addition, the Director of Child Nutrition Services is recommending that work hours for a Food Service Worker I position in the central kitchen be increased to augment the additional time necessary to prepare meals using fresh products.

RECOMMENDATION:

It is recommended that the Board of Education approve to increase work hours for the following positions effective August 22, 2016:

- Increase one (1) Instructional Assistant, Special Education II position from 3.25 hours to 6.0 hours at Carlton Hills School
- Increase three (3) Instructional Assistant, Special Education II positions from 5.75, 5.0 and 5.75 hours to 6.25 hours each at Carlton Oaks School
- Increase one (1) Instructional Assistant, Special Education II position from 5.75 hours to 6.0 hours at Cajon Park School
- Increase one (1) Instructional Assistant, Special Education II position from 3.25 hours to 6.0 hours at Hill Creek School
- Increase one (1) Instructional Assistant, Special Education II position from 3.5 hours to 6.0 hours each at Rio Seco School
- Increase one (1) Food Serviced Worker I position from 5.0 hours to 8.0 hours at the central kitchen

FISCAL IMPACT:

The annual cost to increase work hours for the Instructional Assistant, Special Education positions will be \$78,253 and will be paid for by the Special Education department. The annual cost to increase work hours for the Food Service Worker I position will be \$16,758 and paid for by the fee-based program.

STUDENT ACHIEVEMENT IMPACT:

It is the District's intention to provide support for all students and support programs.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.3.

Consent Item D.4.4. Adoption of Resolution No. 1617-04 to Eliminate Identified Classified Non-Management Positions

Prepared by Tim Larson
August 2, 2016

BACKGROUND:

Due to a recent notification received by the District informing us that a student requiring 1:1 assistance will not be returning to our District in the fall, the Instructional Assistant, Special Ed II position providing the assistance will no longer be required. Current staff affected by this reduction will be offered a comparable position or receive a 60-day layoff notice.

In addition, the Child Nutrition Services department has determined that there no longer a need for a Food Service Worker I-A position recently vacated at Carlton Oaks School.

RECOMMENDATION:

It is recommended that the Board of Education approve to eliminate the following position effective August 3, 2016:

- One (1) 6.0-hour Instructional Assistant, Special Ed II position at Hill Creek School
- One (1) 3.0-hour vacant Food Service Worker I-A position at Carlton Oaks School

FISCAL IMPACT:

The savings for eliminating an Instructional Assistant, Special Ed II position will be \$31,651. The savings for eliminating the vacant Food Service Worker I-A position will be \$12,109.

STUDENT ACHIEVEMENT IMPACT:

It is the District's intention to provide support for all programs and departments.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.4.

**SANTEE SCHOOL DISTRICT
Resolution No. 1617-04**

**ELIMINATION OF
CLASSIFIED NON-MANAGEMENT POSITIONS**

WHEREAS, it has been determined that there is no longer a need for an Instructional Assistant, Special Ed II position due to a recent notification that a student requiring 1:1 assistance will not be returning to our District in the fall; and

WHEREAS, it has been determined that there is no longer a need for a Food Service Worker I-A position recently vacated at Carlton Oaks School; and

NOW, THEREFORE, BE IT RESOLVED that as of the 2nd day of August 2016, the Governing Board of Santee School District approved to eliminate the following positions effective August 3, 2016:

- One (1) 6.0-hour Instructional Assistant, Special Ed II position at Hill Creek School
- One (1) 3.0-hour vacant Food Service Worker I-A position at Carlton Oaks School

BE IT FURTHER RESOLVED that the Board authorizes the District Superintendent to give notice to the affected classified employees that their position will be eliminated and/or reduced in work hours/year pursuant to applicable provisions of the Education Code of the State of California, such notice to be given sixty (60) days prior to the effective date of reduction/layoff as set forth above.

The foregoing Resolution was passed and adopted at a regular meeting of the Governing Board of the Santee School District on the 2nd day of August 2016, by the following vote:

AYES: _____
NOES: _____
ABSENT: _____

Dated 8/2/16

Clerk, Board of Education

Consent Item D.4.5. Approval of Memorandum of Understanding with San Diego Youth Services (SDYS)

Prepared by Tim Larson
August 2, 2016

BACKGROUND:

In November 2013, the Board approved a memorandum of understanding with San Diego Youth Services (SDYS) for the HERE Now Program which has been offered in Santee for the past several years to students with parent permission. Using positive parent consent, this program reached almost 58% of our middle school students this past year. Of the students who received the program, 18% had concerns for themselves or another student and requested follow up with team member from SDYS. Counselors on campus report that the program runs smoothly and has decreased the suicide ideation concerns this past year.

SDYS would like to maintain the effective working relationship established between SDYS and SSD for the purpose of implementing coordinated services. The goal of the service partnership is: "To help at risk youth."

This Memorandum of Understanding shall begin on July 1, 2016 and will extend through June 30, 2021. Either party can give written notice 30 days in advance of the intent to withdraw from collaboration.

RECOMMENDATION:

It is recommended that the Board of Education approve the MOU with SDYS. Parents will be notified with flyers, and parent phone calls and have the opportunity to opt their student out of the program.

FISCAL IMPACT:

There is no fiscal impact for this item.

STUDENT ACHIEVEMENT:

Students learn best when their social and emotional needs are met and they have been given strategies to address the concerns of themselves and their peers. This program allows the District to provide support for students using an evidence based approach to support at risk students.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.5.



**Memorandum of Understanding
Between
San Diego Youth Services
And
Santee School District**

This is a Memorandum of Understanding between **San Diego Youth Services (SDYS)** and **Santee School District (SSD)**. While this is not a legally binding document, this Memorandum does indicate a voluntary agreement to strengthen the respective organizations service delivery plans of the aforementioned party and other participating collaborators.

- I. **Purpose:** The purpose of the Memorandum of Understanding is to maintain the effective working relationship established between SDYS and SSD for the purpose of implementing coordinated services. The goal of the service partnership is: “To help at risk youth.”
- II. **Term:** This Memorandum of Understanding shall begin on July 1st, 2016 and will extend through June 30th, 2021. Either party can give written notice 30 days in advance of the intent to withdraw from collaboration.
- III. **Description of Participation:**
 - A. **Santee School District** agrees, per this memorandum, to provide the following:
 1. Designate an individual as a point of contact for the program.
 2. Participation/facilitation in needs assessment survey
 3. Participate, when appropriate, in collaborative focus group discussions for the purpose of gathering and assessing program impact.
 4. Staff will help disseminate information about the program and will collect student consent forms as appropriate
 5. Provide venues for showing videos that focus on preventing suicide and bullying, early warning signs and protective factors to students, school staff and care givers.
 6. School staff will support SDYS staff in providing follow up to students identified as needing additional services (e.g. pulling schedules, passes, space, etc.).
 7. Strategies to enlist teacher and parent participation seminars and classes on youth bullying, depression, and suicide prevention.
 8. Assistance with distribution of flyers school/community wide with crisis phone numbers provided to students where they can talk to caring adults anonymously about friends/peers they are concerned may be suicidal, isolated or depressed.
 9. Communicate immediately if problems/concerns arise with students or program implementation.

10. Assistance with distribution of flyers school/community wide with crisis phone numbers provided to students where they can talk to caring adults anonymously about friends/peers they are concerned may be suicidal, isolated or depressed.
11. District will include SDYS in supporting students following a tragic event.

B. **San Diego Youth Services** agrees, per this memorandum to provide the following:

1. Provide youth a comprehensive evidence based Suicide and bullying prevention curriculum, which focuses on preventing suicide and bullying by (1) implementing strategies that are trauma informed and which address upstream risk factors and improve protective factors among individuals and groups of high risk youth, and (2) institutionalizing and strengthening the school culture and environment to be preventive and proactive in educating all members of the school community (teachers, students, parents) regarding suicide and bullying prevention as well as identifying and working with individual and groups of students who may be struggling emotionally and/or engaging in self-destructive or otherwise risky behaviors. Implementation of the curriculum includes, but is not limited to:
 - a. Collaborate with **SSD** to identify appropriate implementation strategies
 - b. Provide training in suicide prevention using SOS program materials that will include a focus on reducing stigma and providing information on warning signs, risk factors and protective factors to school staff and gatekeepers
 - c. Provide at least one culturally and linguistically appropriate suicide prevention education presentation using SOS Program materials for parents/caregivers
 - d. Provide parent/guardian consent forms for participation in the program
 - e. Provide trained Clinical Coordinators, Mental Health Specialists, Prevention Specialists, and Support Partners to deliver the program
 - f. Deliver curriculum to ensure fidelity of the program
 - g. Monitor program fidelity
 - h. Assess identified students for safety issues.
 - i. Provide resources to families throughout and on completion of services
2. Designate an individual as a point of contact for the program.
3. SDYS will utilize surveys to gather feedback on program implantation, follow up support, and sustainability
4. Provide follow-up information to the family and community stakeholders
5. Continue efforts to identify additional youth needs and provide additional information to enhance the program's service effectiveness and promote better outcomes for youth.
6. SDYS will follow district safety protocols for risk of self-harm, including notification of administration and parent/guardian where warranted and connecting students to mental health services.

IV. **Confidentiality:** The collaborative partner acknowledges that their staff may acquire information from a variety of sources concerning or belonging to SDYS during the term of this Memorandum that is confidential. Such confidential information includes but is not limited to all proprietary information on SDYS, including all information regarding its trade secrets, copyrighted materials, business plans and affairs, research, services, marketing strategies, financial condition, personnel, clients and donors, which has not been disclosed to the public by a duly authorized representative of SDYS. The collaborative partner agrees to maintain the confidentiality of this information. The

collaborative partner also agrees that s/he will not directly or indirectly use or disclose any such information during or after the term of this Memorandum by SDYS to any persons or entities, unless such persons or entities are expressly authorized by duly authorized representatives of SDYS to receive such information.

For the purposes of this Memorandum of Understanding, the signature by the collaborative partner on this document and the attached Business Associate Contract (**Attachment A**) ensures that the collaborative partner shall be in full compliance with the applicable Health Insurance Portability and Accountability (HIPAA) regulations, Title 45 of the Code of Federal Regulations. The collaborative partner to SDYS, a Business Associate of SDYS as defined by HIPAA regulations, shall not use or further disclose protected health information other than as permitted or required by the contract or as required by law.

- V. **Indemnification:** SDYS hereby indemnifies, defends, and holds harmless SSD, its Board, officers, employees, agents, independent contractors, consultants and other representatives from and against any and all liabilities, claims, demands, costs, losses, damages, or expenses, including reasonable attorneys' fees and costs, and including but not limited to consequential damages, loss of use, extra expense, cost of temporary classrooms, that arise out of or result from, in whole or in part, the negligent, wrongful or willful acts or omissions of SDYS, its employees, agents, subcontractors, independent contractors, consultants, or other representatives.

SSD, hereby indemnifies, defends, and holds harmless SDYS, its Board, officers, employees, agents, independent contractors, consultants and other representatives from and against any and all liabilities, claims, demands, costs, losses, damages, or expenses, including reasonable attorneys' fees and costs, and including but not limited to consequential damages, loss of use, extra expense, cost of temporary classrooms, that arise out of or result from, in whole or in part, the negligent, wrongful or willful acts or omissions of the , its employees, agents, subcontractors, independent contractors, consultants, or other representatives.

SDYS shall have no obligation to indemnify, defend, or hold harmless Lakeside Union School District, its Board, officers, employees, agents, independent contractors, consultants, and other representatives for the SSD sole negligence or willful misconduct; and the SSD shall have no obligation to indemnify, defend, or hold harmless SDYS, its Board, officers, employees, agents, independent contractors, consultants and other representatives for SDYS's sole negligence or willful misconduct. This indemnity shall survive the termination of the Contract of final payment hereunder, and is in addition to any other rights or remedies that SDYS or District may have under the law or this contract.

- VI. **Insurance:** San Diego Youth Services shall maintain Public Liability and Property Damage Insurance to protect them and the District from all claims for personal injury, including accidental death, as well as from all claims for property damage arising from the operations under this Agreement. The minimum amounts of such insurance shall be as hereinafter set forth.

Amounts of Insurance:	
Commercial General Liability	\$1,000,000 per occurrence
Auto Liability for owned and non-owned vehicles	\$1,000,000 per occurrence
Umbrella Liability	\$4,000,000 per occurrence

Workers Compensation will be in conformance with the laws of State of California and applicable federal laws. The District shall file, with the Agency, Certificates of Insurance indicating a thirty-day (30) cancellation notice and naming the Lakeside Union School District as an additional insured.

- VII. **Value of Services:** No Money is transferred. The value of staff time provided by San Diego Youth Services is approximately \$ 11,500.
- VIII. **Termination:** This Memorandum of Understanding may be terminated for any reason by giving 30 days written notice.

Santee School District

Date

Walter Philips
Executive Director
San Diego Youth Services

Date

Attachment A

Business Associate Contract

Covered Entity: San Diego Youth Services (SDYS)

Funding Source: Health and Human Services Agency, Behavioral Health Services

Business Associate: Consultant is **Santee School District**

The terms and conditions of this Business Associate Contract are an integral part of that certain Consultant Agreement (the "Agreement") between SDYS and Consultant. The purpose of this Business Associate Contract is to ensure that Consultant is in full compliance with the applicable Health Insurance Portability and Accountability Act of 1996, Public Law 104-191, the Health Information Technology for Economic and Clinical Health Act, Public Law 111-005, 42 U.S.C. section 17921 et seq., and their implementing privacy and security regulations at 45 CFR Parts 160 and 164. These provisions shall hereafter be collectively referred to as "HIPAA."

Definition of Terms

Covered Entity. "Covered Entity" shall mean SDYS designated as the full agency subject to the Standards for Privacy of Individually Identifiable Health Information set forth in 45 CFR Part 160 and Part 164, Subparts A and E, and those components of SDYS designated as Business Associates of other entities subject to the Standards for Privacy of Individually Identifiable Health Information.

Designated Record Set. "Designated Record Set" shall have the same meaning as the term "designated record set" in Section 164.501.

Individual. "Individual" shall have the same meaning as the term "individual" in Section 164.501 and shall include a person who qualifies as a personal representative in accordance with Section 164.502(g).

Privacy Rule. "Privacy Rule" shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 CFR Part 160 and Part 164, Subparts A and E.

Protected Health Information. "Protected Health Information" shall have the same meaning as the term "protected health information" in Section 164.501, limited to the information created or received by Business Associate from or on behalf of Covered Entity.

Required By Law. "Required by Law" shall have the same meaning as the term "required by law" in Section 164.501.

Secretary. "Secretary" shall mean the Secretary of the United States Department of Health and Human Services or his or her designee.

"Security incident" means the attempted or successful unauthorized access, use, disclosure, modification, or destruction of County PHI, or interference with system operations in an information system that processes, maintains or stores County PHI.

“Unsecured PHI” shall have the meaning given to such term under HIPAA and, 42 U.S.C., section 17932(h), and any guidance issued pursuant to such regulations.

Obligations & Activities of Business Associate

Business Associate agrees to not use or further disclose Protected Health Information other than as permitted or required by the Agreement or as Required by Law.

Business Associate agrees to use appropriate safeguards to prevent the use or disclosure of Protected Health Information other than as provided for by the Agreement.

Business Associate agrees to mitigate, to the extent practicable, any harmful effect that is known to Business Associate of a use or disclosure of Protected Health Information by Business Associate in violation of the requirement of this Agreement.

Business Associate agrees to report to Covered Entity any use or disclosure of the Protected Health Information not provided for by the Agreement.

Business Associate agrees to ensure that any agent, including a Consultant, to whom it provides Protected Health Information received from, or created or received by Business Associate on behalf of Covered Entity, agrees to the same restrictions and conditions that apply through the Agreement to Business Associate with respect to such information.

Business Associate agrees to provide access, at the request of Covered Entity, and in the time and manner designated by Covered Entity, to Protected Health Information in a Designated Record Set, to Covered Entity or, as directed by Covered Entity, to an Individual in order to meet the requirements under Section 164.524.

Business Associate agrees to make any amendment(s) to Protected Health Information in a Designated Record Set that the Covered Entity directs or agrees to make pursuant to Section 164.526 at the request of Covered Entity or an Individual, and in the time and manner designated by Covered Entity.

Business Associate agrees to make internal practices, books, and records relating to the use and disclosure of Protected Health Information received from, or created or received by Business Associate on behalf of, Covered Entity available to the Covered Entity, or at the request of the Covered Entity to the Secretary, in a time and manner designated by the Covered Entity or the Secretary, for purposes of the Secretary determining Covered Entity’s compliance with the Privacy Rule.

Business Associate agrees to document such disclosures of Protected Health Information and information related to such disclosures as would be required for Covered Entity to respond to a request by an Individual for an accounting of disclosures of Protected Health Information in accordance with Section 164.528.

Business Associate agrees to provide to Covered Entity or an Individual, in the time and manner designated by Covered Entity, information collected in accordance with the terms of the Agreement, to permit Covered Entity to respond to a request by an Individual for an accounting of disclosures of Protected Health Information in accordance with Section 164.528.

Consultant shall use the forms and processes developed by SDYS for this purpose and shall respond to all requests for access to records requested by SDYS within forty-eight (48) hours of receipt of request by producing records or verifying there are none.

Amendment of SDYS PHI. Consultant shall make any required amendment(s) to SDYS PHI that were requested by an Individual, in accordance with HIPAA. Consultant additionally shall make any amendments to SDYS PHI as SDYS directs or agrees to make pursuant to section 164.526. These amendments shall be made in the time and manner designated by SDYS, and in no more than twenty (20) days.

Documentation of Disclosures. Consultant shall document disclosures of SDYS PHI, respond to a request by an Individual for an accounting of disclosures of SDYS PHI, and make these disclosures available to SDYS or to an Individual at SDYS's request, in accordance with HIPAA, including but not limited to sections 164.528, and 42 USC section 17935, and in the time and manner designated by SDYS.

If Consultant maintains electronic health records as of January 2009, Consultant shall provide an accounting of disclosures including those for Treatment, Payment, and Healthcare Operations (TPO), effective January 2014. If Consultant acquires electronic health records for SDYS after January 1, 2009, Consultant shall provide an accounting of disclosures, including those for TPO, effective with disclosures on or after the date the electronic health record is acquired, or on or after January 1, 2011, whichever date is later.

The electronic accounting of disclosures shall include the three (3) years prior to the request for an accounting. Consultant shall provide to SDYS or an Individual, in the time and manner designated by SDYS, but no more than sixty (60) calendar days, accounting of disclosures necessary to meet requirements in section 164.528.

Permitted Uses and Disclosures by Business Associate

General Use and Disclosure Provisions:

Except as otherwise limited in the Agreement, Business Associate may use or disclose Protected Health Information to perform functions, activities, or services for, or on behalf of, Covered Entity as specified in the Agreement, provided that such use or disclosure would not violate the Privacy Rule if done by Covered Entity.

Specific Use and Disclosure Provisions:

Except as otherwise limited in the Agreement, Business Associate may use Protected Health Information for the proper management and administration of the Business Associate or to carry out the legal responsibilities of the Business Associate.

Except as otherwise limited in the Agreement, Business Associate may disclose Protected Health Information for the proper management and administration of the Business Associate, provided that disclosures are Required by Law, or Business Associate obtains reasonable assurance from the person to whom the information is disclosed that it will remain confidential and used or further disclosed only as Required by Law or for the purpose for which it was disclosed to the person, and the person notifies the Business Associate of

any instances of which they are aware the confidentiality of the information has been breached.

Except as otherwise limited in the Agreement, Business Associate may use Protected Health Information to provide data aggregation services to Covered Entity as permitted by Section 164.504(e)(2)(i)(B).

Prohibited Uses and Disclosures

Consultant shall not disclose SDYS PHI to a health plan for payment or health care operations purposes if SDYS PHI pertains solely to a health care item or service for which the health care provider involved has been paid out of pocket in full and the Individual requests such restriction, in accordance with 42 U.S.C. section 17935(a) and HIPAA.

Consultant shall not directly or indirectly receive remuneration in exchange for SDYS PHI, except with the prior written consent of SDYS and as permitted by 42 U.S.C. section 17935(d)(2).

Safeguards

Consultant shall comply with HIPAA regarding any and all operations conducted on behalf of SDYS under this Contract and shall use appropriate safeguards that comply with HIPAA to prevent the unauthorized use or disclosure of SDYS PHI.

Consultant shall develop and maintain a written information privacy and security program that complies with HIPAA, and that includes administrative, physical, and technical safeguards appropriate to the size and complexity of the Consultant's operations and the nature and scope of its activities.

Security

Consultant shall ensure the continuous security of all computerized data systems and paper documents containing SDYS PHI. These steps shall include, at a minimum:

Comply with all Standards put forth in Article 14.3, Data Security Requirements (also referenced below in section 8);

Achieve and maintain compliance with HIPAA; and

Provide a level and scope of security that is at least comparable to the level and scope of security established by the Office of Management and Budget in OMB Circular No. A-130, Appendix III - Security of Federal Automated Information Systems, which sets forth guidelines for automated information systems in Federal agencies

Obligations of Covered Entity

Covered Entity shall provide Business Associate with the notice of privacy practices that Covered Entity produces in accordance with Section 164.520, as well as any changes to such notice. These privacy practices are available on SDYS's web site at www.SDYOUTHSERVICES.org.

Covered Entity shall provide Business Associate with any changes in, or revocation of, permission by an Individual to use or disclose Protected Health Information, if such changes affect Business Associate's permitted or required uses and disclosures.

Covered Entity shall notify Business Associate of any restriction to the use or disclosure of Protected Health Information that Covered Entity has agreed to in accordance with Section 164.522.

Reporting of Unauthorized Use or Disclosure. Consultant shall implement reasonable systems for the discovery of and prompt reporting to SDYS of any use or disclosure, or suspected use or disclosure, of SDYS PHI not provided for by the Contract and/or any transmission of unsecured SDYS PHI, and to take the following steps.

Reports to COR and APO. Consultant shall provide all reports of Unauthorized Uses or Disclosures to SDYS, in order for SDYS to simultaneously report to the County of San Diego's Contracting Officer's Representative and Agency Privacy Officer.

Initial Report. Consultant shall notify SDYS immediately by telephone call plus email upon the discovery of a breach of unsecured SDYS PHI in electronic media or in any other media if SDYS PHI was, or is reasonably believed to have been, accessed or acquired by an unauthorized person, or upon the discovery of a suspected security incident that involves data provided to SDYS by the Social Security Administration.

Consultant shall notify SDYS by email within twenty-four (24) hours of the discovery of any suspected security incident or breach of SDYS PHI in violation of this BAA, or potential loss of confidential data affecting this BAA.

A suspected security incident or breach shall be treated as discovered by Consultant as of the first day the breach or security incident is known, even if it is not confirmed, or by exercising reasonable diligence would have known, to any person (other than the person committing the breach) who is an employee, officer or other agent of Consultant.

Reporting shall additionally include emailing of the "SDYS Privacy Incident Report" and/or "County of San Diego Privacy Incident Report" form within twenty-four (24) hours of any above incident, to include all information known at the time of the notification. Consultant shall use the most current version of this form, which is posted on San Diego County's website, www.cosd.compliance.org.

Corrective Action. Upon discovery of a breach or suspected security incident, intrusion or unauthorized access, use or disclosure of SDYS PHI, Consultant shall take prompt corrective action to mitigate any risks or damages involved with the breach and to protect the operating environment, and any action pertaining to such unauthorized disclosure required by applicable Federal and State laws and regulations.

Investigation and Investigation Report. Consultant shall immediately investigate such security incident, breach, or unauthorized access, use or disclosure of SDYS PHI.

Within seventy-two (72) hours of the discovery, Consultant shall submit an updated "SDYS Privacy Incident Report."

Complete Report. Consultant shall provide a complete report of the investigation within five (5) working days of the discovery of the breach or unauthorized use or disclosure. The report shall be submitted on SDYS's "Privacy Incident Report" form and shall include an assessment of all known factors relevant to a determination of whether a breach occurred under applicable provisions of HIPAA and applicable state law. The report shall also include a full, detailed corrective action plan, including information on measures that were taken to halt and/or contain the improper use or disclosure. If County requests information in addition to that listed on the "Privacy Incident Report" form, Consultant shall make reasonable efforts to provide SDYS with such information. SDYS will review and approve the determination of whether a breach occurred, Individual notifications are required, and the corrective action plan is adequate.

Responsibilities for Notification of Breaches. If SDYS determines that the cause of a breach of SDYS PHI is attributable to Consultant or its subcontractors, agents or vendors, Consultant shall notify individuals of the breach or unauthorized use or disclosure when notification is required under Federal or State law and shall pay any costs of such notifications, as well as any costs associated with the breach. The notifications shall comply with the requirements set forth in 42 U.S.C. section 17932 and its implementing regulations, including, but not limited to, the requirements that:

Notifications be made to Individuals without unreasonable delay and in no event later than sixty (60) calendar days from the date the breach was discovered. SDYS shall approve the time, manner and content of any such notifications before notifications are made.

Notifications be made to media outlets and to the Secretary, if a breach of unsecured SDYS PHI involves more than five-hundred (500) residents of the State of California or its jurisdiction. SDYS shall approve the time, manner and content of any such notifications before notifications are made.

Designation of Individuals.

Consultant shall designate a Privacy Officer to oversee its data privacy program who shall be responsible for carrying out the requirements of this section and for communicating on Privacy matters with SDYS.

Consultant shall designate a Security Officer to oversee its data security program who shall be responsible for carrying out the requirements of this section and for communicating on Security matters with SDYS.

In accordance with section 164.504(e)(1)(ii), upon Consultant's knowledge of a material breach or violation by its subcontractor of the agreement between Consultant and the subcontractor, Consultant shall:

Provide an opportunity for the subcontractor to end the violation and terminate the agreement if the subcontractor does not end the violation within the time specified by SDYS; or

Immediately terminate the agreement if the subcontractor has violated a material term of the agreement and cure is not possible.

Data Security Requirements: Consultant shall ensure the continuous security of all computerized data systems and paper documents containing SDYS PHI and/or SDYS PII/PI. These steps shall include, at a minimum:

Personnel Controls. Consultant shall ensure: all workforce members who assist in the performance of functions or activities on behalf of SDYS, or access or disclose SDYS PHI and/or SDYS PII/PI, shall:

Have undergone a thorough Consultant background check, with evaluation of the results to assure that there is no indication that the worker may present a risk to the security, privacy, or integrity of SDYS PHI and/or SDYS PII/PI, prior to the workforce member obtaining access to SDYS PHI and/or SDYS PII/PI. The Consultant shall retain each workforce member's Consultant background check documentation for a period of three (3) years following contract termination.

Complete privacy and security training, at least annually, at Consultant's expense. Each workforce member who receives information privacy and security training shall sign a certification, indicating the workforce member's name and the date on which the training was completed. These certifications shall be retained for a period of six (6) years following contract termination, and shall be available to SDYS upon request. Sign a confidentiality statement that includes, at a minimum, General Use, Security and Privacy Safeguards, Unacceptable Use, and Enforcement Policies. The statement shall be signed by the workforce member prior to access to SDYS PHI and/or SDYS PII/PI and shall be renewed annually. The Consultant shall retain each person's written confidentiality statement for SDYS inspection for a period of six (6) years following contract termination.

Be appropriately sanctioned if they fail to comply with security and privacy policies and procedures, including termination of employment when appropriate.

Publication, Reproduction or Use of Materials. No material produced, in whole or in part, under this Agreement shall be subject to copyright in the United States or in any other country. SDYS shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, any reports, data or other materials prepared under this Agreement. All reports, data and other materials prepared under this Agreement shall be the property of the SDYS upon completion of this Agreement.

Physical Security Controls. Consultant shall safeguard SDYS PHI and/or SDYS PII/PI from loss, theft, inadvertent disclosure, and therefore shall:

Ensure SDYS PHI and/or SDYS PII/PI is used and stored in an area that is physically safe from access by unauthorized persons during both working hours and nonworking hours:

Secure all areas of Consultant facilities where Consultant workers use or disclose SDYS PHI and/or SDYS PII/PI. The Consultant shall ensure that these secured areas are only accessed by authorized individuals with properly coded key cards, authorized door keys or other access authorization, and access to premises is by official identification;

Issue workers who assist in the administration of SDYS PHI and/or SDYS PII/PI identification badges and require workers to wear badges at facilities where SDYS PHI and/or SDYS PII/PI is stored or used;

Ensure each location where SDYS PHI and/or SDYS PII/PI is used or stored has procedures and controls that ensure an individual whose access to the facility is terminated:

Is promptly escorted from the facility by an authorized employee; and

Immediately has their access revoked to any and all SDYS PHI and/or SDYS PII/PI.

Ensure there are security guards or a monitored alarm system twenty-four (24) hours a day, seven (7) days a week at facilities where SDYS PHI and/or SDYS PII/PI is stored;

Ensure data centers with servers, data storage devices, and critical network infrastructure involved in the use or storage of SDYS PHI and/or SDYS PII/PI have perimeter security and access controls that limit access to only authorized Information Technology Staff. Visitors to the data center area must be escorted by authorized IT staff at all times;

Store paper records with SDYS PHI and/or SDYS PII/PI in locked spaces in any facilities that are multi-use, meaning that there are SDYS PHI and/or SDYS PII/PI functions and Consultant functions in one building in work areas that are not securely segregated. The Consultant shall have policies that state workers shall not leave records with SDYS PHI and/or SDYS PII/PI unattended at any time in cars or airplanes and shall not check SDYS PHI and/or SDYS PII/PI on commercial flights; and

Use all reasonable means to prevent non-authorized personnel and visitors from having access to, control of, or viewing SDYS PHI and/or SDYS PII/PI.

Technical Controls. Consultant shall ensure:

All workstations, copiers, and laptops that process and/or store SDYS PHI and/or SDYS PII/PI shall:

Be encrypted using a FIPS 140-2 certified algorithm which is 128bit or higher, such as Advanced Encryption Standard (AES). The encryption solution shall be full disk; and

Install and actively use comprehensive anti-virus software solution with automatic updates scheduled at least daily.

Have critical security patches applied, with system reboot if necessary. There shall be a documented patch management process which determines installation timeframe based on risk assessment and vendor recommendations. All applicable patches shall be installed within thirty (30) days of vendor release.

All servers containing unencrypted SDYS PHI and/or SDYS PII/PI shall have sufficient administrative, physical, and technical controls in place to protect that data, based upon a risk assessment/system security review.

Only the minimum necessary amount of SDYS PHI and/or SDYS PII/PI required to perform necessary business functions may be copied, downloaded, or exported.

All electronic files that contain SDYS PHI and/or SDYS PII/PI shall be encrypted when stored on any removable media or portable device (i.e. flash drives, cameras, mobile phones, CD/DVD, backup media, etc). Encryption shall be a FIPS 140-2 certified algorithm, which is 128bit or higher, such as AES.

All users shall be issued a unique user name for accessing SDYS PHI and/or SDYS PII/PI. Username shall be promptly disabled, deleted, or the password changed upon the transfer or termination of an employee with knowledge of the password, at maximum within twenty-four (24) hours.

Passwords shall be:

At least eight characters;

A non-dictionary word;

Changed at least every ninety (90) days;

Changed immediately if revealed or compromised; and

Composed of characters from at least three of the following four groups from the standard keyboard

-Upper case letters (A-Z)

-Lower case letters (a-z)

-Arabic numerals (0-9)

-Non-alphanumeric characters (punctuation symbols)

Passwords shall not be shared and shall not be stored in readable format on the computer.

Appropriate management control and oversight, in conjunction with SDYS of the function of authorizing individual user access to SDYS PHI and/or SDYS PII/PI and over the process of maintaining access controls numbers and passwords.

When no longer needed, all SDYS PHI and/or SDYS PII/PI shall be wiped using the Gutmann or US Department of Defense (DoD) 5220.22-M (7 Pass) standard, or by degaussing. Media may also be physically destroyed in accordance with NIST Special Publication 800-88.

All systems providing access to, transport of, or storage of SDYS PHI and/or SDYS PII/PI shall:

Provide an automatic timeout, requiring re-authentication of the user session after no more than twenty (20) minutes of inactivity.

Display a warning banner stating that data is confidential systems are logged and system use is for business purposes only by authorized users. Users must be directed to log off the system if they do not agree with these requirements.

Maintain an automated audit trail that identifies the user or system process which initiates a request for SDYS PHI and/or SDYS PII/PI, or which alters SDYS PHI and/or SDYS PII/ PI. The audit trail shall be date and time stamped, shall log both successful and failed accesses, shall be read only, and shall be restricted to authorized users. If SDYS PHI and/or SDYS PII/ PI is stored in a database, database logging functionality shall be enabled. Audit trail data shall be archived for at least three (3) years after occurrence, and shall be available to SDYS upon request.

Use role based access controls for all users, enforcing the principle of least privilege.

Be protected by a comprehensive intrusion detection and prevention solution if they are accessible via the internet.

All data transmissions of SDYS PHI and/or SDYS PII/PI outside the secure internal network shall be encrypted using a FIPS 140-2 certified algorithm which is 128bit or higher, such as AES. Encryption can be end to end at the network level, or the data files containing SDYS PHI and/or SDYS PII/PI can be encrypted. This requirement pertains to any type of SDYS PII/PI in motion such as website access, file transfer, and E-Mail.

Audit Controls. Consultant shall ensure:

All systems processing and/or storing SDYS PHI and/or SDYS PII/PI shall have at least an annual system risk assessment/security review which provides assurance that administrative, physical, and technical controls are functioning effectively and providing adequate levels of protection. Reviews should include vulnerability scanning tools.

All systems processing and/or storing SDYS PHI and/or SDYS PII/PI shall have a routine procedure in place to review system logs for unauthorized access.

All systems processing and/or storing SDYS PHI and/or SDYS PII/PI shall have a documented change control procedure that ensures separation of duties and protects the confidentiality, integrity and availability of data.

Investigate anomalies in usage of SDYS PHI and/or SDYS PII/PI identified by SDYS and report conclusions of such investigations and remediations to SDYS.

Business Continuity / Disaster Recovery Controls

Consultant shall establish a documented plan to enable continuation of critical business processes and protection of the security of electronic SDYS PHI and/or SDYS PII/PI in the event of an emergency. Emergency means any circumstance or situation that causes normal computer operations to become unavailable for use in performing the work required under this Agreement for more than twenty-four (24) hours.

Consultant shall ensure Data Centers with servers, data storage devices, and critical network infrastructure involved in the use or storage of SDYS PHI or PII/PI, must include

sufficient environmental protection such as cooling, power, fire prevention, detection, and suppression.

Consultant shall have established documented procedures to backup SDYS PHI and/or SDYS PII/PI to maintain retrievable exact copies of SDYS PHI and/or SDYS PII/PI. The plan shall include a regular schedule for making backups, storing backup's offsite, an inventory of backup media, and an estimate of the amount of time needed to restore SDYS PHI and/or SDYS PII/PI should it be lost. At a minimum, the schedule shall be a weekly full backup and monthly offsite storage of SDYS data.

Paper Document Controls. Consultant shall ensure:

SDYS PHI and/or SDYS PII/PI in paper form shall not be left unattended at any time, unless it is locked in a file cabinet, file room, desk or separate office inside a larger office. Unattended means that information is not being observed by an employee authorized to access the information. SDYS PHI and/or SDYS PII/PI in paper form shall not be left unattended at any time in vehicles and shall not be checked in baggage during commercial flights.

Visitors to areas where SDYS PHI and/or SDYS PII/PI are contained shall be escorted and SDYS PHI and/or SDYS PII/PI shall be kept out of sight while visitors are in the area.

SDYS PHI and/or SDYS PII/PI shall be disposed of through confidential means, such as cross cut shredding and pulverizing.

SDYS PHI and/or SDYS PII/PI shall not be removed from the premises of the Consultant except for identified routine business purposes or with express written permission of SDYS.

Faxes containing SDYS PHI and/or SDYS PII/PI shall not be left unattended and fax machines shall be in secure areas. Fax cover sheets shall contain a confidentiality statement instructing persons receiving faxes in error to destroy them. Fax numbers shall be verified with the intended recipient before sending the fax.

Mailings of SDYS PHI and/or SDYS PII/PI shall be sealed and secured from damage or inappropriate viewing of SDYS PHI and/or SDYS PII/PI to the extent possible. Mailings which include 500 or more individually identifiable records of SDYS PHI and/or SDYS PII/PI in a single package shall be sent using a tracked mailing method which includes verification of delivery and receipt, unless the prior written permission of SDYS's HHS Privacy Officer to use another method is obtained.

Consultant shall mitigate, to the extent practicable, any harmful effect that is known to Consultant of a use or disclosure of SDYS PHI and/or SDYS PII/PI by Consultant or its agents, including a subcontractor, and/or in violation of the requirements of this Agreement.

Permissible Requests by Covered Entity

Covered Entity shall not request Business Associate to use or disclose Protected Health Information in any manner that would not be permissible under the Privacy Rule if done by Covered Entity.

Return of Information

Upon cancellation, termination or expiration of the Agreement, for any reason, Business Associate shall return or destroy all Protected Health Information received from Covered Entity, or created or received by Business Associate on behalf of Covered Entity. This provision shall apply to Protected Health Information that is in the possession of Consultants or agents of Business Associate. Business Associate shall retain no copies of the Protected Health Information.

In the event that Business Associate determines that returning or destroying the Protected Health Information is infeasible, Business Associate shall provide to Covered Entity notification of the conditions that make return or destruction infeasible. Upon mutual agreement of the parties that return or destruction of Protected Health Information is infeasible, Business Associate shall extend the same confidentiality protections to such Protected Health Information and limit further uses and disclosures of such Protected Health Information to those purposes that make the return or destruction infeasible, for so long as Business Associate maintains such Protected Health Information.

Miscellaneous

Regulatory References. A reference to a section in the Privacy Rule means the section as in effect or as amended, and for which compliance is required.

Amendment. The parties agree to take such action as is necessary to amend this Attachment A from time to time as is necessary for Covered Entity to comply with the requirements of the Privacy Rule and the Health Insurance Portability and Accountability Act, Public Law 104-191.

Survival. The respective rights and obligations of Covered Entity and Business Associate under this Attachment A shall survive the termination of the Agreement.

Interpretation. Any ambiguity in this Attachment A shall be resolved in favor of a meaning that permits Covered Entity to comply with the Privacy Rule.

Item E. DISCUSSION AND/OR ACTION ITEMS

The Board invites citizens to address the Board about any of the items listed under Discussion and/or Action. Citizens wishing to address the Board about a Discussion and/or Action item are requested to submit a Request to Speak card in advance.

Discussion and/or Action Item E 1.1. Approval to Increase School Counselor Position
 Prepared by Tim Larson
 August 2, 2016

BACKGROUND:

At the LCAP Annual Review on March 7, 2016, stakeholders expressed a desire to have more counseling services at our schools. On May 3, the Board voted to increase counseling services from 3.4 FTE in 2015-16 to 5.4 FTE in 2016-17.

Subsequently, additional funding from United Way in the amount of \$53,027 has been provided to pay for .5 FTE of a counseling position at Cajon Park. This funding has been offered to create a full time counselor at Cajon Park as part of the ongoing work of the United Way Collective Impact Network Grant.

With this additional .5 FTE, the District wide total FTE for counseling services is now 5.9 FTE. The 5 in the 5.9 equates to five counselors being employed full time for five days per week and the .9 in the 5.9 means one counselor being employed for four and a half days per week.

Administration is requesting the District provide an additional .1 FTE so all six counselors could serve students five days per week and the following Counseling Services plan could be implemented:

School	2015-16 Counseling Services Days	2016-17 Counseling Services Days
Cajon Park	2	5*
Carlton Hills	1	2
Carlton Oaks	1	3
Chet F Harritt	3	3
Hill Creek	1	3**
Pepper Drive	1	4
PRIDE	3	3**
Rio Seco	2	3
Sycamore Canyon	0.5	1
Santee Success Program (SSP)	.05	1
Homeless Grant	2	2
TOTAL	17	30

Note: 17 Days = 3.4 FTE; 30 Days = 6.0 FTE

*Partially funded (50%) by United Way Grant
 **Partially funded by Military DODEA Grant

RECOMMENDATION:

Administration recommends that the Board of Education approve applying the \$53,027 grant from United Way to a .5 counseling position at Cajon Park and authorize an additional .1 FTE in counseling services.

This recommendation supports the strategic planning area of promoting social, emotional and health services integrated with community services to foster student character and personal well-being.

FISCAL IMPACT:

The United Way Grant will provide \$53,027 for the .5 FTE at Cajon Park. The additional cost for the .1 FTE is \$6,707 and will come from the general fund.

STUDENT ACHIEVEMENT:

By providing support for students, these students will be better prepared to learn in the classroom.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.1.1.

Discussion and/or Action Item E.2.1.
Prepared by Dr. Cathy Pierce
August 2, 2016

Amended Contract for Assistant
Superintendent of Business Services

BACKGROUND:

At the July 5 meeting, the Board of Education approved extending the Contract for Assistant Superintendent, Karl Christensen, to June 30, 2019. Upon review, it was recommended that Mr. Christensen's contract be amended to exclude repetitive Transportation and Business Expenses Allowance language.

RECOMMENDATION:

It is recommended that the Board of Education approve the amended Contract for Assistant Superintendent of Business Services.

FISCAL IMPACT:

No fiscal impact for this contract change.

STUDENT ACHIEVEMENT IMPACT:

Provides an experienced leader for all aspects of Business Services and provides the District with the leadership balance necessary in all three major areas of operation, Business Services, Educational Services, and Human Resources, at the Assistant Superintendent level. The appointment will target the fiscal support services needed for continued student learning and achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.1.

EMPLOYMENT AGREEMENT BETWEEN THE

SANTEE SCHOOL DISTRICT

AND

ASSISTANT SUPERINTENDENT, BUSINESS SERVICES

THIS AGREEMENT is made this 2nd day of August, 2016 by and between the Governing Board (hereinafter "the Board") of and on behalf of the Santee School District (hereinafter "the District"), and Karl Christensen, Assistant Superintendent of Business Services (hereinafter "the Assistant Superintendent"), subject to the following terms, conditions, and agreements:

1. **TERM.** The Board hereby employs the Assistant Superintendent for a period of three (3) years, beginning on July 1, 2016 and terminating on the 30th day of June 2019. The Board and the Assistant Superintendent acknowledge that this Agreement is entered into pursuant to Education Code section 35031. However, the Board and the Assistant Superintendent agree that a written notice of nonreelection must be given by the Board at least ninety (90) days prior to the expiration of this Agreement rather than forty-five (45) days.

The Governing Board may terminate this contract prior to its expiration date and without cause after having provided the Assistant Superintendent ninety (90) days written notice and by providing the following termination of contract compensation to the Assistant Superintendent:

Regardless of the term of this Agreement, if it is terminated, the maximum cash settlement that the Assistant Superintendent may receive shall be an amount equal to the monthly salary of the Assistant Superintendent multiplied by the number of months remaining on the unexpired term of this Agreement. However, if the unexpired term is greater than eighteen (18) months, the maximum cash settlement shall be an amount equal to the monthly salary of the Assistant Superintendent multiplied by eighteen (18). Any cash settlement shall not include any other noncash items except health benefits, which may be continued for the same duration of time as covered in the settlement, or until the Assistant Superintendent finds other employment, whichever comes first. Again, however, if the unexpired term is greater than eighteen (18) months, the maximum time for continued health benefits paid for by the District shall be eighteen (18) months. The intent of this provision is to satisfy the requirements in Government Code sections 53260-53264, and shall be interpreted consistently with these statutes.

If, prior to June 30 of any year, the Board does not send or deliver a written notice to the Assistant Superintendent that this Agreement shall not be extended for another year, then this Agreement automatically shall be extended for one (1) more year. Such automatic extension for one (1) more year does not authorize the Agreement and any extension thereof to be for a term of more than two (2) years. A new contractual agreement must be approved by the Board and approved and signed by both the Superintendent and Assistant Superintendent.

2. **SALARY.** The Assistant Superintendent's salary shall be at the annual rate established by the Board on the adopted Salary Schedule for the period July 1, 2016 through June 30, 2019 payable in equal monthly installments on the last day of each month. The annual salary for each subsequent year under this Agreement also shall be payable in equal monthly installments on the last work day of each month.
3. **SALARY ADJUSTMENTS.** The Board reserves the right to increase the annual salary rate of any or all years of the Assistant Superintendent's contract. The Assistant Superintendent's salary may be reduced if there is a financial crisis and other classified management employees have their salaries reduced. Should the Assistant Superintendent retire during the fiscal years of this contract, any retroactive salary increase subsequently provided to district management for that particular fiscal year shall be provided to the salary of the Assistant Superintendent and reported to the Santee School District payroll staff and the Public Employees Retirement System.

4. **ADDITIONAL COMPENSATION AND PROFESSIONAL ACTIVITIES.**
 - A. The Assistant Superintendent of Business Services will receive an additional stipend of \$500.00 per month for advanced experience and education. The employee may take this amount as a separate monthly compensation of installments of \$500.00 per month or a lump sum payment of \$6,000.00 per year. The Assistant Superintendent may also elect to work with the school district to place these funds into an annuity of their choice on a monthly basis.
 - B. The District encourages the Assistant Superintendent to participate in professional organizations and activities. The District shall pay the Assistant Superintendent's membership dues in two professional organizations of their choice.
5. **DUTIES AND AUTHORITY.** The Assistant Superintendent shall report directly to the District Superintendent. The Assistant Superintendent directs business services, facilities and operations, transportation, warehousing, child nutrition, and supervises construction management personnel.
6. **FULL-TIME EMPLOYMENT.** The Assistant Superintendent agrees to devote full time and efforts to the position of Assistant Superintendent of the District. The Assistant Superintendent may undertake outside professional activities for remuneration including consulting, speaking, and writing provided that all such outside professional activities do not interfere with the Assistant Superintendent's ability to perform required duties under this Agreement. The Assistant Superintendent shall undertake outside professional activities for remuneration only on non-work days such as vacation days, holidays, or weekends.
7. **EVALUATION.** The District Superintendent may evaluate the Assistant Superintendent in writing at any time. Prior to June 30 of each year of this Agreement, the District Superintendent shall evaluate the Assistant Superintendent in writing. Evaluations shall be based upon the current District goals, the Assistant Superintendent's job description, and applicable Board Policies and California law. Should the Board determine that it does not wish to extend the term of this agreement automatically for another year, then the Board shall deliver a written notice to the Assistant Superintendent prior to June 30 that this agreement shall not be extended for another year.
8. **RESIGNATION.** The Assistant Superintendent may resign from the position at any time upon sixty (60) days prior written notice to the Board.
9. **HEALTH BENEFITS.** The Assistant Superintendent and dependents shall be provided with all health benefits of employment that are granted to the other classified management employees. Upon retirement from the District, after ten (10) years of full-time service to the District immediately preceding retirement, the Assistant Superintendent shall be provided the same level of medical coverage paid by the District that he/she would have received had he/she continued employment. These benefits cover the retiring employee only and are not extended to dependents. The Assistant Superintendent shall be entitled to such coverage until he/she is eligible for Medicare or reaches age 65. The coverage will only provide health and medical benefits as covered under one (1) of the health and medical plans provided by the District, whichever the employee was insured under during the last year of employment. The District will pay the health and medical premiums for the retiree and the employee will be responsible for paying any additional cost for medical coverage either annually or quarterly.
- ~~10. **TRANSPORTATION AND BUSINESS EXPENSES ALLOWANCE.** The District shall provide the Assistant Superintendent a transportation and business expenses allowance of \$350 per month (per Board Policy 4333.1) in lieu of a District-owned automobile for transportation and business expenses within San Diego County. This amount is included in the adopted salary schedule for the Assistant Superintendent. The Board and Assistant Superintendent agree to pay the respective Public Employees Retirement System (PERS) contributions on the total creditable compensation.~~

11. **PROFESSIONAL SCHEDULE AND VACATION.** The Assistant Superintendent is a full-time classified management employee and shall be required to render twelve (12) months of full and regular service to the District during each annual period covered by this Agreement, providing for a total of 246 work days. However, the Assistant Superintendent shall be entitled to twenty-five (25) working days annual vacation per year under this Agreement, excluding paid holidays, as calendared and approved by the Superintendent. The Assistant Superintendent is exempt from all overtime and for all compensatory time off.

Vacation days may be accumulated to a maximum of fifty (50) days. In the event the total number of accumulated vacation days exceeds fifty (50) days, vacation days shall be immediately scheduled to prevent further accumulation.

At the expiration or termination of this Agreement, the Assistant Superintendent shall be paid for all accrued but unused vacation to which he/she is entitled under this Agreement, at the salary rate effective during the school year in which the vacation was earned.

12. **SAVINGS PROVISION.** This contract is subject to all applicable laws of the state of California and the rules and regulations of the State Board of Education. If any provision of this Agreement is held to be contrary to law by a court of competent jurisdiction, such provision shall be severed from this Agreement, but all other provisions will continue in full force and effect.

IN WITNESS WHEREOF, we affix our signature to this Agreement as the full and complete understanding of the contractual relationship between the parties hereto. This contract can be modified only in writing, duly executed by the parties hereto or their successors in interest.

GOVERNING BOARD OF THE
SANTEE SCHOOL DISTRICT

Assistant Superintendent, Business Services

Barbara Ryan, President

Date

Elana Levens-Craig, Vice President

Dianne El-Hajj, Clerk

Ken Fox, Member

Dustin Burns, Member

Governing Board Approval Date

Item F. BOARD POLICIES AND BYLAWS

Board Policies and Bylaws Item F.1.1.

First Reading: New Board Policy #4121
Temporary Substitute Personnel

Prepared by Tim Larson
August 2, 2016

BACKGROUND:

This new Board Policy will bring the District into compliance with Education and Labor Codes governing sick leave for substitute and temporary personnel.

RECOMMENDATION:

New Board Policy #4121 is presented for a first reading. Any action is at the discretion of the Board.

FISCAL IMPACT:

This is a policy item. There is no fiscal impact.

STUDENT ACHIEVEMENT IMPACT:

Effective governance has a positive impact on student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.1.

TEMPORARY/SUBSTITUTE PERSONNEL

The Governing Board recognizes that substitute and temporary personnel perform an essential role in promoting student achievement and desires to employ highly qualified, appropriately credentialed employees to fill such positions.

Hiring

The Superintendent or designee shall recommend candidates for substitute or temporary positions for Board approval, and shall ensure that all substitute and temporary employees are assigned in accordance with law and the authorizations specified in their credential.

Substitute personnel may be employed on an on-call, day-to-day basis.

In addition, after September 1 of any school year, the Board may employ substitute personnel for the remainder of the school year for positions for which no regular employee is available. The district shall first demonstrate to the Commission on Teacher Credentialing the inability to acquire the services of a qualified regular employee. (Education Code 44917)

Permanent or probationary certificated employees who were laid off pursuant to Education Code 44955 and who have a preferred right of reappointment shall be given priority for substitute service in the order of their original employment. (Education Code 44956, 44957)

Classification

At the time of initial employment and each July thereafter, the Board shall classify substitute and temporary employees as such. (Education Code 44915, 44916)

The Board may classify as substitute personnel a teacher hired to fill the position of a regularly employed person who is absent from service. (Education Code 44917)

To address the need for additional certificated employees when regular district employees are absent due to leaves or long-term illness, the Board may classify a teacher who is employed for at least one semester and up to one complete school year as a temporary employee. Any person whose service begins in the second semester and before March 15 may be classified as a temporary employee even if employed for less than a semester. The Board shall determine the number of persons who shall be so employed, which shall not exceed the identified need based on the absence of regular employees. (Education Code 44920)

The Board also shall classify as temporary employees those certificated persons, other than substitute employees, who are employed to:

TEMPORARY/SUBSTITUTE PERSONNEL

1. Serve from day to day during the first three months of any school term to teach temporary classes which shall not exist after that time, or perform any other duties which do not last longer than the first three months of any school term (Education Code 44919)
2. Teach in special day and evening classes for adults or in schools of migratory population for not more than four months of any school term (Education Code 44919)
3. Serve in a limited assignment supervising student athletic activities provided such assignments have first been made available to teachers presently employed in the district (Education Code 44919)
4. Serve in a position for a period not to exceed 20 working days in order to prevent the stoppage of district business during an emergency when persons are not immediately available for probationary classification (Education Code 44919)
5. Serve only for the first semester because the district expects a reduction in student enrollment during the second semester due to mid-year graduations (Education Code 44921)

For purposes of classifying employees pursuant to item #1 or #2 above, the school year shall not be divided into more than two school terms. (Education Code 44919)

Any employee hired to provide services in a categorically funded program or project may be employed for a period less than a full school year. He/she may be classified as a temporary employee if the period of employment will end at the expiration of that program or project. (Education Code 44909)

Salary and Benefits

The Board shall adopt and make public a salary schedule setting the daily or pay period rate(s) for substitute employees for all categories or classes of certificated employees of the district. (Education Code 44977, 45030)

Temporary employees who meet eligibility requirements consistent with locally bargained agreements may elect to participate in the health and welfare plans or other fringe benefits of the district.

Substitute employees shall not participate in the health and welfare plans or other fringe benefits of the district.

TEMPORARY/SUBSTITUTE PERSONNEL

Non-bargaining Unit Employees Paid Sick Leave

The Governing Board will provide paid sick leave for eligible non-bargaining unit employees by using the accrual model or advance model in compliance with AB 1522 – Healthy Workplace, Health Families Act of 2014 as amended. The Superintendent or designee has the right to change the process and method used. One of the following methods will be used:

1. Employees who have worked for the District for 30 days shall be entitled to accrue paid sick leave of one (1) hour for each thirty (30) hours worked. Such employees shall be entitled to accrue up to forty-eight (48) hours or six (6) days each year but may carry over to the next year no more than twenty-four (24) hours or three (3) days; or
2. The District shall advance to eligible non-bargaining unit employees twenty-four (24) hours or three (3) days of paid sick leave each year. Such paid sick leave shall not accumulate or carry over to a subsequent year.

Paid sick leave shall be provided to eligible non-bargaining unit employees each year, which shall be defined as a fiscal year, July 1 through June 30, inclusive. An eligible non-bargaining unit employee shall be entitled to use no more than twenty-four (24) hours or three (3) days of paid sick leave in any fiscal year.

Each non-bargaining unit employment category will have specific procedures regarding paid sick leave. Such categories may include; Substitute Teachers, Substitute Classified Employees, Walk-on Coaches, Student Workers, Workability Students and any other employee not covered by a bargaining unit agreement.

An eligible non-bargaining unit employee shall not be entitled to use paid sick leave under this section until he or she has worked for the District ninety (90) or more days.

The District may determine a reasonable minimum increment each category will use when requesting paid sick leave, not to exceed two (2) hours.

The District will pay the employee at his or her current hourly wage, not later than the next regular payroll period after the leave was taken and form is submitted to Human Resources for processing.

The Superintendent or designee shall develop appropriate procedures to ensure that all non-bargaining unit employees are receiving appropriate paid sick leave and notifications.

Copies of all paid leave records will be kept confidential and stored and maintained in the Human Resources Development and Fiscal Services Department.

TEMPORARY/SUBSTITUTE PERSONNEL

Any temporary or substitute employee who works for 30 or more days within a year of his/her employment shall be credited with 24 hours of paid sick leave for that year. Unused sick leave shall not carry over to the following year of employment. (Labor Code 246)

A temporary or substitute employee may use accrued sick leave for absences due to: (Labor Code 246.5)

1. The diagnosis, care, or treatment of an existing health condition of, or preventive care for, the employee or his/her family member as defined in Labor Code 245.5
2. Need of the employee to obtain or seek any relief or medical attention specified in Labor Code 230(c) and 230.1(a) for the health, safety, or welfare of the employee, or his/her child, when the employee has been a victim of domestic violence, sexual assault, or stalking.

No employee shall be denied the right to use accrued sick days and the district shall not in any manner discriminate or retaliate against any employee for using or attempting to use sick leave, filing a complaint with the Labor Commissioner, or alleging district violation of Labor Code 245-249. The Superintendent or designee shall display a poster containing required information, provide notice to eligible employees of their sick leave rights, keep of records of employees' use of sick leave for three years, and comply with other requirements specified in Labor Code 245-249 and in AR 4161.1/4361.1 - Personal Illness/Injury Leave.

Release from Employment/Dismissal

The Board may dismiss a substitute employee at any time at its discretion. (Education Code 44953)

The Board may release a temporary employee at its discretion if the employee has served less than 75 percent of the number of days the regular schools of the district are maintained during one school year. After serving 75 percent of the number of days that district schools are maintained during one school year, a temporary employee may be released as long as he/she is notified, before the last day of June, of the district's decision not to reelect him/her for the following school year. (Education Code 37200, 44954)

Reemployment as a Probationary Employee

Unless released from employment pursuant to Education Code 44954, any person employed for one complete school year as a temporary employee shall, if reemployed for the following school year in a vacant position requiring certification qualifications, be classified as a probationary employee. With the exception of on-call, day-to-day substitutes, if a temporary or substitute employee performs the duties normally required of certificated employees for at least 75 percent of the number of days the regular schools of the district were maintained in that school year and is then employed as a probationary employee for the following school year, his/her previous

TEMPORARY/SUBSTITUTE PERSONNEL

employment as a temporary or substitute employee shall be credited as one year's employment as a probationary employee for purposes of acquiring permanent status. (Education Code 44917, 44918, 44920)

Vacant position means a position in which the employee is qualified to serve and which is not filled by a permanent or probationary employee. It shall not include a position which would be filled by a permanent or probationary employee except for the fact that such employee is on leave. (Education Code 44920, 44921)

A temporary employee hired pursuant to item #1 or #2 in the section "Classification" above shall be classified as a probationary employee if the duties continue beyond the time limits of the assignment. (Education Code 44919)

A person employed pursuant to item #5 in the section "Classification" above who is then continued in employment beyond the first semester shall be classified as a probationary employee for the entire school year and shall be reemployed to fill any vacant positions in the district for which he/she is certified. Preference for available positions shall be determined by the Board as prescribed by Education Code 44845 and 44846. (Education Code 44921)

With the exception of on-call, day-to-day substitutes, any temporary or substitute employee who was released pursuant to Education Code 44954 but who has nevertheless served in a certificated position in the district for at least 75 percent of each of two consecutive school years shall receive first priority if the district fills a vacant position for the subsequent school year at the grade level at which the employee served during either year. In the case of a departmentalized program, the employee shall have taught the subject matter in which the vacant position occurs. (Education Code 44918)

Legal Reference:***EDUCATION CODE****22455.5 Provision of retirement plan information to potential members**22515 Irrevocable election to join retirement plan**37200 School calendar**44252.5 State basic skills assessment required for certificated personnel**44300 Emergency teaching or specialist permits**44830 Employment of certificated persons; requirements of proficiency in basic skills**44839.5 Employment of retirant**44845 Date of employment**44846 Criteria for reemployment preferences**44909 Employees providing services through categorically funded programs**44914 Substitute and probationary employment computation for classification as permanent employee**44915 Classification of probationary employees**44916 Time of classification; statement of employment status**44917 Classification of substitute employees**44918 Substitute or temporary employee deemed probationary employee; reemployment rights*

TEMPORARY/SUBSTITUTE PERSONNEL

- 44919 *Classification of temporary employees*
- 44920 *Employment of certain temporary employees; classifications*
- 44921 *Employment of temporary employees; reemployment rights (unified and high school districts)*
- 44953 *Dismissal of substitute employees*
- 44954 *Release of temporary employees*
- 44955 *Layoff of permanent and probationary employees*
- 44956 *Rights of laid-off permanent employees to substitute positions*
- 44957 *Rights of laid-off probationary employees to substitute positions*
- 44977 *Salary schedule for substitute employees*
- 45030 *Substitutes*
- 45041 *Computation of salary*
- 45042 *Alternative method of computation for less than one school year*
- 45043 *Compensation for employment beginning in the second semester*
- 56060-56063 *Substitute teachers in special education*

GOVERNMENT CODE

3540.1 *Educational Employment Relations Act, definitions*

LABOR CODE

- 220 *Sections inapplicable to public employees*
- 230 *Jury duty; legal actions by domestic violence, sexual assault and stalking victims, right to time off*
- 230.1 *Employers with 25 or more employees; domestic violence, sexual assault and stalking victims, right to time off*
- 233 *Illness of child, parent, spouse or domestic partner*
- 234 *Absence control policy*
- 245-249 *Healthy Workplaces, Healthy Families Act of 2014*
- CODE OF REGULATIONS, TITLE 5
- 5502 *Filing of notice of physical examination for employment of retired person*
- 5503 *Physical examination for employment of retired persons*
- 5590 *Temporary athletic team coach*
- 80025-80025.5 *Emergency substitute teaching permits*
- COURT DECISIONS
- McIntyre v. Sonoma Valley Unified School District (2012) 206 Cal.App.4th 170*
- Stockton Teachers Association CTA/NEA v. Stockton Unified School District (2012) 204 Cal.App.4th 446*
- Neily v. Manhattan Beach Unified School District, (2011) 192 Cal.App.4th 187*
- California Teachers Association v. Vallejo City Unified School District, (2007) 149 Cal.App.4th 135*
- Bakersfield Elementary Teachers Assn. v. Bakersfield City School District, (2006) 145 Cal.App.4th 1260, 1277*
- Kavanaugh v. West Sonoma Union High School District, (2003) 29 Cal.4th 911*

Management Resources:

WEB SITES

- CSBA: <http://www.csba.org>
- Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

Policy adopted: August ___, 2016

SANTEE SCHOOL DISTRICT
Santee, California

Item G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Item H. CLOSED SESSION

Citizens wishing to address the Board about a Closed Session item are requested to submit a Request to Speak card in advance. The Board invites citizens at this time to address the Board about any of the items listed under Closed Session

The Board will go into Closed Session to discuss:

1. **Public Employee Discipline/Dismissal/Release** (Gov. Code § 54957)
2. **Conference with Labor Negotiator** (Gov't. Code § 54957.6)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Employee Organization: Santee Teachers Association (STA)
3. **Conference with Labor Negotiator** (Gov't. Code § 54957.6)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Employee Organization: Classified School Employees Association (CSEA)
4. **Conference with Real Property Negotiators** (Gov't. Code § 54956.8)
 - *10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)**Agency Negotiator: Cathy A. Pierce, Superintendent*
6. **Public Employee Performance Evaluation (Gov. Code § 54957)**
Superintendent

Item I. RECONVENE TO PUBLIC SESSION

Item J. ADJOURNMENT

Agenda Items G, H, I, and J.